



# DALLAS PARK AND RECREATION BOARD AGENDA

THURSDAY, APRIL 22, 2021  
DALLAS CITY HALL  
1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201  
214-670-4078

8:30 am: Administration and Finance Committee – **CANCELLED**  
8:30 am: Planning and Design Committee, Room – Videoconference  
10:00 am: Park and Recreation Board, Room 6FN – Videoconference



Dallas  
Park and Recreation

**Public Notice**

**210358**

**POSTED** CITY SECRETARY  
DALLAS, TX

**RECEIVED**

2021 APR 15 PM 01:32  
CITY SECRETARY  
DALLAS, TEXAS

Robb P. Stewart, Chair  
Taylor Toynes, Vice Chair  
Timothy W. Dickey  
Maria Hasbany  
Amanda Schulz  
Ernest "Bo" Slaughter  
Lorena Tule-Romain

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DALLAS PARK AND RECREATION BOARD  
ADMINISTRATION AND FINANCE COMMITTEE  
DALLAS CITY HALL - VIDEOCONFERENCE  
THURSDAY, APRIL 22, 2021  
(8:30 A.M.)

**CANCELLED**

**Handgun Prohibition Notice for Meetings of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

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Dallas  
Park and Recreation

# Public Notice

210359

POSTED CITY SECRETARY  
DALLAS, TX

RECEIVED

2021 APR 15 PM 01:32  
CITY SECRETARY  
DALLAS, TEXAS

Jeff Kitner, Chair  
Arun Agarwal, Vice Chair  
Barbara Barbee  
Harrison Blair  
Lane Conner  
Fonya Naomi Mondell  
Daniel Wood

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DALLAS PARK AND RECREATION BOARD  
PLANNING AND DESIGN COMMITTEE  
DALLAS CITY HALL – VIDEOCONFERENCE  
THURSDAY, APRIL 22, 2021  
(8:30 A.M.)

Link: <https://bit.ly/3wY3Kqm>  
Password: 3axVbxhRk63

## CONSENT

1. Trinity Strand Trail Phase 2 (2) - Authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station – Not to exceed \$97,840.00, from \$604,475.00 to \$702,315.00 - Financing: Park and Recreation Facilities Fund (2012 Bond Funds)
2. Reverchon Park (2) - Authorize a professional services contract with DSGN Associates, Inc. for architectural services for the schematic design and historic preservation of the Reverchon Ballpark Improvements Project located at 3505 Maple Avenue – Not to exceed \$301,786.00 - Financing: Park and Recreation Facilities Fund (2006 General Obligation Bond Funds)
3. Bahama Beach, Exline, Harry Stone Aquatics Centers (3,7,9) - Authorize dedication plaques for the Phase 2 Aquatic Facilities at Bahama Beach Waterpark located at 1895 Campfire Circle, Exline Neighborhood Aquatic Center located at 2430 Eugene Street, and Harry Stone Neighborhood Aquatic Center located at 2403 Millmar Drive – Financing: No cost consideration to the City



DALLAS PARK AND RECREATION BOARD – PAGE 2  
PLANNING AND DESIGN COMMITTEE  
DALLAS CITY HALL – VIDEOCONFERENCE  
THURSDAY, APRIL 22, 2021  
(8:30 A.M.)

**Handgun Prohibition Notice for Meetings of Governmental Entities**

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RECEIVED

2021 APR 15 PM 01:32  
CITY SECRETARY  
DALLAS, TEXAS



Dallas  
Park and Recreation

Public Notice

210360

**AGENDA**  
**DALLAS PARK AND RECREATION BOARD**  
**DALLAS CITY HALL - VIDEOCONFERENCE**  
**1500 MARILLA STREET**  
**DALLAS, TEXAS 75201**  
**THURSDAY, APRIL 22, 2021 10:00 A.M.**

POSTED CITY SECRETARY  
DALLAS, TX

Calvert Collins-Bratton, President (District 13)

- |                                 |  |
|---------------------------------|--|
| Barbara A. Barbee, District 1   | Ernest "Bo" Slaughter, District 8            |
| Fonya Naomi Mondell, District 2 | Maria Hasbany, District 9                    |
| Taylor I. Toynes, District 3    | Robb P. Stewart, Vice President, District 10 |
| Harrison Blair District 4       | Jeff Kitner, District 11                     |
| Lorena Tule-Romain, District 5  | Lane Conner, District 12                     |
| Timothy W. Dickey, District 6   | Amanda Schulz, District 14                   |
| Daniel Wood, District 7         | Arun Agarwal, District 15                    |

**Public can view meeting on Spectrum Channel 96, or**

**Via: <https://bit.ly/3adHhMy>**

Password: meMcPGyA358

**Members of the public wishing to speak should register *before 12 pm* Wednesday, April 21, 2021 by email to [srenda.green@dallascityhall.com](mailto:srenda.green@dallascityhall.com)**

1. Public Speakers (on any business)
2. Approval of Minutes of the April 8, 2021 Park and Recreation Board Meeting

**UPDATES**

- Update on Park and Recreation Department's Response to COVID-19, John Jenkins, Director

**CONSENT AGENDA (ITEMS 3 - 7)**

**ADMINISTRATION AND FINANCE**

3. Fair Oaks Tennis Center (10) - Authorize the designation and use of Fair Oaks Tennis Center, located at 7501 Merriman Parkway, as a year-round reservable facility through the City's Athletic, Events, and Reservations Office, to be available for reservable regular tennis play, tennis tournaments and large events held by leagues and schools, effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$44,500 (**committee considered April 8, 2021**)
4. Lake Highlands North (10) - Authorize the designation and use of two sand volleyball courts at Lake Highlands North Park, located at 9344 Church Road, as year-round reservable courts through the City's Athletic, Events, and Reservations Office effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$22,500 (**committee considered April 8, 2021**)



**DALLAS PARK AND RECREATION BOARD – PAGE 2**  
**DALLAS CITY HALL - VIDEOCONFERENCE**  
**1500 MARILLA STREET**  
**DALLAS, TEXAS 75201**  
**THURSDAY, APRIL 22, 2021 10:00 A.M**

**PLANNING AND DESIGN**

5. Trinity Strand Trail Phase 2 (2) - Authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station – Not to exceed \$97,840.00, from \$604,475.00 to \$702,315.00 - Financing: Park and Recreation Facilities Fund (2012 Bond Funds)
6. Reverchon Park (2) - Authorize a professional services contract with DSGN Associates, Inc. for architectural services for the schematic design and historic preservation of the Reverchon Ballpark Improvements Project located at 3505 Maple Avenue – Not to exceed \$301,786.00 - Financing: Park and Recreation Facilities Fund (2006 General Obligation Bond Funds)
7. Bahama Beach, Exline, Harry Stone Aquatics Centers (3,7,9) - Authorize dedication plaques for the Phase 2 Aquatic Facilities at Bahama Beach Waterpark located at 1895 Campfire Circle, Exline Neighborhood Aquatic Center located at 2430 Eugene Street, and Harry Stone Neighborhood Aquatic Center located at 2403 Millmar Drive – Financing: No cost consideration to the City

**BRIEFINGS**

8. Annual Report Overview – Crystal Ross, Deputy Director
9. Bond Program Accomplishments – Leong Lim, Sr. Park Manager
10. 2021 Department Priorities – Ryan O'Connor, Assistant Director

**DIRECTOR'S PERFORMANCE REVIEW – COMMITTEE OF THE WHOLE**

**CLOSED SESSION**

11. Director's Performance Review 2019-20 – Closed Session to discuss the evaluation and duties of the Director of the Park and Recreation Department – Personnel (Section 551.074) of the Texas Open Meetings Act

**OPEN SESSION**

12. Director's Performance Review 2019-20 – Authorize adoption of the 2020-21 performance appraisal and salary increase for the Park and Recreation Director - Financing: Current Funds



**DALLAS PARK AND RECREATION BOARD – PAGE 3**  
**DALLAS CITY HALL - VIDEOCONFERENCE**  
**1500 MARILLA STREET**  
**DALLAS, TEXAS 75201**  
**THURSDAY, APRIL 22, 2021 10:00 A.M**

**OTHER/NON-ACTION ITEMS**

13. Park and Recreation Board Members Liaison Reports: Arts and Culture Advisory Committee, Audubon Dallas/Cedar Ridge Preserve, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas Inc./Downtown Parks, Friends of Bachman Lake, Friends of Fair Park, The Friends of Katy Trail, Friends of Northaven Trail, Friends of Santa Fe Trail, Send a Kid To Camp, Senior Affairs Commission, State Fair of Texas, Texas Discovery Gardens, The Loop (Circuit Trail), The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, Turtle Creek Park Conservancy, The Woodall Rodgers Park Foundation/Klyde Warren Park
14. FY 2021-22, FY 2022-23 Budget Development Update, Rachael Berry, Interim Assistant Director
15. Staff Announcements – Upcoming Park and Recreation Department Events
16. Next Park Board meeting, 10:00 am Thursday, May 6, 2021 (WEBEX)
17. Adjournment



**DALLAS PARK AND RECREATION BOARD – PAGE 4**  
**DALLAS CITY HALL - VIDEOCONFERENCE**  
**1500 MARILLA STREET**  
**DALLAS, TEXAS 75201**  
**THURSDAY, APRIL 22, 2021 10:00 A.M**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

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Regular Meeting: Calvert Collins-Bratton, President, presiding

Present: Calvert Collins-Bratton, President; Robb Stewart, Vice-President; Arun Agarwal, Barbara A. Barbee, Harrison Blair, Lane Conner, Timothy W. Dickey, Maria Hasbany, Jeff Kitner, Fonya Naomi Mondell, Amanda Schulz, Ernest Bo Slaughter, Taylor Toyne, Lorena Tule-Romain, Daniel Wood – 15

Absent: NONE

This was a virtual meeting held via Cisco Webex. The public were able to view the Open Session meeting on Channel 96 or on the internet.

President Collins called the meeting to order at 10:14 a.m.

Agenda Item 1. Speakers – The following people registered to speak. Some of the speakers might no longer have been available or connected when it was their turn to speak.

NONE

Agenda Item 2. A motion by Barbara Barbee seconded by Daniel Wood, to approve the minutes of the March 25, 2021 Park and Recreation Board meeting, was carried. The vote was unanimous.

#### UPDATES

Director John Jenkins spoke about the current situation with COVID-19 and updated the Board. There were no updates.

Update on Park and Recreation Department's Response to the 2021 Winter Storm, Crystal Ross, Deputy Director – Ms. Ross provided a brief powerpoint outlining the update of damage repair

#### CONSENT AGENDA (ITEMS 3 -7)

Items 3-5 were considered on Consent. Items 6 & 7 were pulled for Individual Consideration.

Agenda Item 3. Cadillac Heights (4) - A motion by Bo Slaughter, seconded by Jeff Kitner, to authorize a professional services contract with Dunaway Associates, LLC. for conceptual design and surveying services for a park development plan for the Cadillac Heights Park - Phase I Project located near the 2900 block of Cedar Crest Boulevard - Not to exceed \$169,945.00 - Financing: Park and Recreation Facilities (B) Fund (2017 General Obligation Bond Fund), was carried by unanimous vote.

Agenda Item 4 City Hall Median (2) – A motion by Bo Slaughter, seconded by Jeff Kitner, to authorize a construction services contract for the construction of Phase 2 of the Dallas City Hall Median Renovations Project along South Akard Street - C Green Scaping, only responsive bidder - Not to exceed \$290,511.40 - Financing: General Fund, was carried by unanimous vote.

Agenda Item 5 Land Acquisition (Dowdy Ferry) (8) – A motion by Bo Slaughter, seconded by Jeff Kitner, to authorize an acquisition from Dallas Hunting & Fishing Club for future parkland of approximately 121 acres of land located at 2400 Dowdy Ferry Road for development of a future park - Not to exceed \$810,000 (\$790,000 plus closing costs and title expenses not to exceed \$20,000) - Financing: Reforestation Fund, was carried by unanimous vote.

DRAFT

DRAFT

DRAFT

Agenda Item 6 Katy Trail (2) – A motion by Fonya Mondell, seconded by Amanda Schulz to authorize site approval for the installation of a ~~donated~~ loaned artwork sculpture of at the Victory Overlook on the Katy Trail - Financing: No cost to the City, was carried by unanimous vote. – Kay Kallos from Office of Arts and Culture recommended the language be changed from ‘donated’ to loaned.

Agenda Item 7 Land Acquisition (Peterson Lane) (11) – A motion by Jeff Kitner, seconded by Maria Hasbany, to approve the amended language: authorize acquisition from Peterson Lane Partners LLC of approximately 71,093 square feet of commercially improved land (approximately 1.63 acres) located at 5580 Peterson Lane for the future Midtown Park - Not to exceed \$5,677,000.00 (\$5,650,000.00 plus closing cost and title expenses not to exceed \$27,000.00) - Financing: Park and Recreation Facilities Fund (2006 Bond Funds) ~~\$1,402,845.00~~ \$1,510,785.21; ECO (I) Fund (2017 Bond Funds) \$3,000,000.00; Valley View-Galleria Open Space Fund ~~\$231,244.67~~ \$213,301.46; Mall Area Redevelopment TIF District Fund \$652,913.33; Equity Revitalization Capital Fund \$300,000.00, was carried by unanimous vote.

**BRIEFINGS**

Agenda Item 8. Friends of Oak Cliff Park Annual Update – M. Renee Johnson, Assistant Director. Ms. Johnson introduced Ms. Ellen Fitzsimmons of the Friends of Oak Cliff Park group who presented and was available for questions.

Agenda Item 9. Trail Wayfinding Update – Leong Lim, Sr. Park Manager . Mr. Lim introduced Jared White, Manager III of Park and Recreation Department, who presented and was available to answer questions.

Agenda Item 10. Strategies for Department Partnerships – M. Renee Johnson, Assistant Director. Ms. Johnson introduced Dennis Ware, Sr Park Manager of Park and Recreation who presented and was available for questions.

**OTHER/NON-ACTION ITEMS**

Agenda Item 11. The Park and Recreation Board Members liaison reports regarding Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Senior Affairs Commission, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, Turtle Creek Conservancy, The Woodall Rodgers Park Foundation/Klyde Warren Park were as follows:

Bo Slaughter announced that on June 11, 2021, the Big Tex Golf Tournament would be held and Tenison Golf course to raise scholarship money for local children to attend college. Mr. Slaughter encouraged all to attend the event.

Agenda Item 12 FY 2021-22, FY 2022-23 Budget Development Update, Rachael Berry, Interim Assistant Director - None

Agenda Item 13. Staff Announcements – Upcoming Park and Recreation Department Events. Crystal Ross, Deputy Director announced the Ribbon Cutting of Bachman Park, Friday, April 9, 2021 at 9am and a Ribbon Cutting ceremony at Lake Highlands North Park for the sand volleyball courts, Thursday, April 15, 2021 at 10am.

Agenda Item 14. Next Park Board meeting. The next Park Board meeting will be Thursday, April 22, 2021 at 10:00 a.m. President Collins reminded the Board that the next meeting would be longer than usual.

Agenda Item 15. President Collins adjourned the Board meeting at 11:51 am.

Anthony M. Becker, Secretary  
Park and Recreation Board

Calvert Collins-Bratton, President  
Park and Recreation Board

DRAFT

NOTE: For more information on discussion of any issue heard during this meeting, refer to the tape recording retained in the Park Department's Central File.

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**DATE:** April 22, 2021  
**COUNCIL DISTRICT:** 10  
**STAFF:** John Lawrence, (214) 670-4073

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**SUBJECT**

Authorize the designation and use of Fair Oaks Tennis Center, located at 7501 Merriman Parkway, as a year-round reservable facility through the City's Athletic, Events, and Reservations Office, to be available for reservable regular tennis play, tennis tournaments and large events held by leagues and schools, effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$44,500

**BACKGROUND**

Effective January 1, 2021, Fair Oaks Tennis Center was closed as a contractor managed tennis facility as part of the FY21 budget reductions and due to the frequent flooding and contractor related expenses at this location. Department staff have evaluated various scenarios on the future use of this facility and have received and considered numerous inquiries on the continued need for a tennis facility in this area of Dallas, including those from Dallas ISD and various area tennis leagues.

Staff recommends use of this facility as a year-round reservable facility for regular tennis play, tennis tournaments and large events held by leagues and schools. Reservations are for recreational purposes only; use of the courts for instructional purposes will not be allowed.

The City's Athletic, Events, and Reservations Office will manage the reservations of this location and Park Maintenance will be responsible for maintaining the grounds. Reservations are anticipated to begin in May 2021 and the following reservation guidelines will be required:

Regular Tennis Play:

1. Court reservations will be made on an hour and a half basis, seven days a week from 6:00am to sundown, with a maximum use of three hours at a time.
2. Courts can be reserved up to two weeks in advance and until forty-eight hours before the reservation. A reservation may not be cancelled less than twenty-four hours in advance without forfeiture of the reservation fee.

Authorize the designation and use of Fair Oaks Tennis Center, located at 7501 Merriman Parkway, as a year-round reservable facility through the City's Athletic, Events, and Reservations Office, to be available for reservable regular tennis play, tennis tournaments and large events held by leagues and schools, effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$44,500 – Page 2

3. Reservation rates will be \$3.50 per person, every hour and a half reservation.

#### Tennis Tournaments/Events:

1. Courts can be reserved up to nine (9) months in advance and until forty-eight hours before the reservation. A reservation may not be cancelled less than twenty-four hours in advance without forfeiture of the reservation fee.
2. Reservations must be in four-hour blocks and includes use of all ten courts. Use of the Pro Shop is included in all reservations, and reservations will be allowed on Thursdays to Sundays from 6:00 a.m. to 10:00 p.m.
3. Reservation rates will include ten courts at four hours - \$350.00 (unlighted), \$450.00 (lighted)
4. A facility deposit of \$500.00 will be due at the time of the reservation along with a key deposit of \$50.00, both of which will be returned after the reservation is complete and staff verifies that all reservation terms and conditions were met.

#### **PRIOR ACTION/REVIEW (COUNCIL, BOARD, COMMISSIONS)**

None

#### **FISCAL INFORMATION**

Estimated Net Revenue - \$44,500

#### **COMMITTEE ACTION**

The Park and Recreation Board Administration and Finance Committee considered this request on April 8, 2021 and will present its recommendation to the full Park and Recreation Board on April 22, 2021.

#### **STAFF RECOMMENDATION**

Staff recommends approval.

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**DATE:** April 22, 2021  
**COUNCIL DISTRICT:** 10  
**STAFF:** John Lawrence, (214) 670-4073

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**SUBJECT**

Authorize the designation and use of two sand volleyball courts at Lake Highlands North Park, located at 9344 Church Road, as year-round reservable courts through the City's Athletic, Events, and Reservations Office, effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$22,500

**BACKGROUND**

In late 2020, three sand volleyball courts were installed at Lake Highlands North Park. The court located closer to the recreation center will be available as an open play court and staff recommends use of the two courts near the Aquatics Center as year-round reservable courts.

The City's Athletic, Events, and Reservations Office will manage the reservations of this location and Park Maintenance will be responsible for maintaining the grounds. Reservations are anticipated to begin in May 2021 and the following reservation guidelines will be required:

1. Courts can be reserved up to two weeks in advance and until forty-eight hours before the reservation. A reservation may not be cancelled less than twenty-four hours in advance without forfeiture of the reservation fee.
2. Reservations are made on the hour by the hour, Tuesdays to Sundays from 6:00 a.m. to 9:00 p.m., and will be closed on Mondays for maintenance. Reservation rates are as follows:
  - a. Adult/Practice Accounts - \$26.00 per hour before 7:00 p.m., \$51.00 per hour after 7:00 p.m.
  - b. Youth Accounts - \$13.00 per hour Tuesday to Friday before 7:00 p.m., \$21.00 per hour Saturday and Sunday before 7:00 p.m., and \$31.00 per hour all week after 7:00 p.m.
3. A facility deposit of \$500.00 for Adult League Accounts and \$200.00 for Youth League Accounts will be due at the time of the reservation, which will be returned

Authorize the designation and use of two sand volleyball courts at Lake Highlands North Park, located at 9344 Church Road, as year-round reservable courts through the City's Athletic, Events, and Reservations Office, effective immediately upon the approval by the Park and Recreation Board – Total Estimated Net Revenue: \$22,500 – Page 2

after the reservation is complete and staff verifies that all reservations terms and conditions were met.

**PRIOR ACTION/REVIEW (COUNCIL, BOARD, COMMISSIONS)**

None

**FISCAL INFORMATION**

Estimated Net Revenue - \$22,500

**COMMITTEE ACTION**

The Park and Recreation Board Administration and Finance Committee considered this request on April 8, 2021 and will present its recommendation to the full Park and Recreation Board on April 22, 2021.

**STAFF RECOMMENDATION**

Staff recommends approval.

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**AGENDA DATE:** April 22, 2021  
**COUNCIL DISTRICT(S):** 2  
**STAFF:** Leong Lim, (214) 670-7753

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**SUBJECT**

Authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station – Not to exceed \$97,840.00, from \$604,475.00 to \$702,315.00 - Financing: Park and Recreation Facilities Fund (2012 Bond Funds)

**BACKGROUND**

On June 15, 2015, a Request for Qualifications (RFQ) was issued for Engineering and Landscape Architecture Consulting Services for Park Site Development Projects in the 2012 Bond Program. The Projects included in this RFQ were considered “Simple Projects” which utilize the RFQ only selection process. Pacheco Koch was awarded the design contract for this project.

On August 12, 2015, City Council authorized a professional services contract with Pacheco Koch Consulting Engineers, Inc. for civil engineering, land surveying and landscape architectural services for the design and construction of the Trinity Strand Trail, Phase II located between Interstate Highway 35 at Oak Lawn Avenue to the Inwood Road DART Station, in an amount not to exceed \$422,000.00, by Resolution No. 15-1384.

On October 11, 2016, Administrative Action No. 16-0918 authorized Supplemental Agreement No. 1 to the professional services contract with Pacheco-Koch Consulting Engineers, Inc. to perform a study to assess traffic impact of the proposed lane modification on Market Center Boulevard to accommodate Phase II of the Trinity Strand Trail as requested by the Transportation Department, in an amount not to exceed \$25,000.00, from \$422,000.00 to \$447,000.00.



**BACKGROUND** (continued)

On September 13, 2017, City Council authorized Supplemental No. 2 to the professional services agreement with Pacheco Koch Consulting Engineers, Inc. to add increased scope of work associated with the Trinity Strand Trail Phase II extending the existing Trinity Strand Trail and running through the Dallas Design District and the Southwest Medical District North-Northeast from the intersection of Market Center Drive and Turtle Creek to the Inwood Road DART Station, in an amount not to exceed \$157,475.00, from \$447,00.00 to \$604,475.00, by Resolution No. 17-1432. This also included additional scope of work to accommodate the project receiving an award of major TA Set-Aside Funding in an amount of \$5,000,000.00 from the North Central Texas Council of Governments, said funding being administered by the Texas Department of Transportation.

This action will authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station, in an amount not to exceed \$97,840.00, increasing the contract from \$604,475.00 to \$702,315.00. This includes items required for this project by both the City of Dallas Transportation Department, DART and TRE. The additional items required by these agencies include the complete re-design of four existing traffic signals, the addition of new traffic arms at the Harry Hines / Market Center intersection with the TRE, construction of new signal arms required by TRE at Market Center and Harry Hines Boulevard, and the addition of one new Traffic Signal at Tex-Oak Blvd. and Medical District Drive. The work also includes a traffic warrant study and design of the new signal.

**ESTIMATED SCHEDULE OF PROJECT**

Began Design	September 2015
Complete Design	June, 2020
Begin Construction	April, 2021
Complete Construction	October, 2022

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On June 18, 2015, the Park and Recreation Board authorized the professional services contract with Pacheco Koch Consulting Engineers, Inc.

On August 12, 2015, City Council authorized a professional services contract with Pacheco Koch Consulting Engineers, Inc. for civil engineering, land surveying and landscape architectural services for the design and construction for the Trinity Strand Trail, Phase II located between Interstate Highway 35 at Oak Lawn Avenue to the Inwood Road DART Station by Resolution No. 15-1384.

Authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station – Not to exceed \$97,840.00, from \$604,475.00 to \$702,315.00 - Financing: Park and Recreation Facilities Fund (2012 Bond Funds) – Page 3

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)** (continued)

On August 17, 2017, the Park and Recreation Board authorized Supplemental Agreement No. 2 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. to add scope of work associated with the Trinity Strand Trail Phase II from Turtle Creek Plaza to the Inwood Road DART Station.

The Quality of Life, Culture and Arts Committee was briefed by memorandum regarding this matter on September 11, 2017.

**FISCAL INFORMATION**

Fund	FY 2021	FY 2022	Future Years
Park and Recreation Facilities Fund (2012 Bond Funds)	\$97,840.00	\$0.00	\$0.00

Professional Services Contract	\$422,000.00
Supplemental Agreement No. 1	\$ 25,000.00
Supplemental Agreement No. 2	\$157,475.00
Supplemental Agreement No. 3	<u>\$ 97,840.00</u>

Total not to exceed \$702,315.00

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE%	M/WBE \$
\$702,315.00	Architecture & Engineering	25.66%	100%	\$702,315.00
This contract exceeds the M/WBE goal.				

**OWNER**

**Pacheco Koch Consulting Engineers, Inc.**

Mark Pacheco, P.E., President

Authorize Supplemental Agreement No. 3 to the professional services contract with Pacheco Koch Consulting Engineers, Inc. for additional design services associated with traffic signal design, traffic study and related services for the Trinity Strand Trail Phase II located between Turtle Creek Boulevard to the Inwood Road DART Station – Not to exceed \$97,840.00, from \$604,475.00 to \$702,315.00 - Financing: Park and Recreation Facilities Fund (2012 Bond Funds) – Page 4

### **COMMITTEE ACTION**

The Planning and Design Committee will consider this item on April 22, 2021 and will present a recommendation to the full Park and Recreation Board on the same day.

This item will be scheduled for City Council approval on May 12, 2021.

### **STAFF RECOMMENDATION**

Staff recommends approval.

### **MAP**

Attached

# BID Agenda Approval Cover Sheet for Change Orders and Supplemental Agreements

**Project Meets BID Requirements**

**Total M/WBE 100.00%**

15-1384  
 Pacheco Koch Consulting Engineers, Inc.  
 Agenda Date: 4/6/2021  
 Prime Vendor #: 342980  
 Trinity Strand Trail- Phase 2 - SA 3  
 Review Date: 4/5/2021

**Total Local: \$97,840.00 Total Non-Local: \$0.00**

Sub Vendor #	Vendor Name	Cert. #	Dollar Amount	Percent
342980	Pacheco Koch Consulting Engineers, Inc.	HMMB78381N1021	\$ 61,000.00	62.3467%
514273	Lim & Associates, Inc.	PMSB56694N1122	\$0.00	0.0000%
511462	Urban Engineers Group, Inc.	HFDB71876N1021	\$36,840.00	37.6533%
			0.0000%	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			<b>\$97,840.00</b>	<b>100.0000%</b>
			\$0.00	0.0000%
			\$97,840.00	100.0000%

**Non-Local Sub Vendor #**

Sub Vendor #	Vendor Name	Cert. #	Dollar Amount	Percent
520199	Integrated Environmental Solutions, LLC	WFDB53826N0521	\$0.00	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			<b>\$0.00</b>	<b>0.0000%</b>
			\$0.00	0.0000%
			\$0.00	0.0000%

**Total M/WBE**  
**Non-M/WBE**  
**Total Non-Local**

# BID Agenda Approval Cover Sheet for Change Orders and Supplemental Agreements

<b>Total Action</b>			<b>\$97,840.00</b>	<b>100.00000%</b>
<b>Total Contract (including CO/SA)</b>		\$702,315.00		
<b>TOTAL M/WBE PARTICIPATION</b>	<b>This Action</b>		<b>Participation to Date</b>	
	\$		\$	%
African American	\$0.00		\$0.00	0.00%
Hispanic	\$97,840.00		\$610,925.00	86.99%
Asian American	\$0.00		\$85,890.00	12.23%
Native American	\$0.00		\$0.00	0.00%
WBE	\$0.00		\$5,500.00	0.78%
<b>Total</b>	<b>\$97,840.00</b>		<b>\$702,315.00</b>	<b>100.00%</b>



## CITY OF DALLAS Business Inclusion and Development Affidavit

It is the policy of the City of Dallas to involve qualified Minority and Women-Owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's construction, procurement and professional services contracts. The City and its contractors shall not discriminate on the basis of race, age, color, religion, national origin, or sex in the award and performance of contracts. In consideration of this policy, the City of Dallas has adopted the Business Inclusion and Development Plan (BID Plan) for all City of Dallas contracts.

M/WBE Participation Goals

The BID Plan establishes subcontracting goals and requirements for all prospective bidders to ensure a reasonable degree of M/WBE meaningful business inclusion and participation in City contracts. It is the goal of the City of Dallas that a certain percentage of work under each contract be executed by one or more M/WBEs. For the purpose of participation percentages, the City of Dallas does not include amounts paid to the prime by the sub contractor.

On May 14, 1997 the City Council adopted the following M/WBE participation goals without consideration for a specific ethnicity or gender (Resolution Number 97-1605):

<u>Construction</u>	<u>Architectural &amp; Engineering</u>	<u>Other Professional</u>	<u>Other Services</u>	<u>Goods</u>
25.00%	25.66%	36.30%	23.80%	18.00%

The apparent low bidder/most advantageous proposer shall agree to meet the established goals or must demonstrate and document a "good faith effort" to include M/WBEs in subcontracting opportunities. The apparent low bidder/most advantageous proposer who fails to adequately document good faith efforts to subcontract or purchase significant material supplies from M/WBEs may be denied award of the contract by the City based on the contractor's failure to be a "responsive" or "responsible" bidder.

**By signing below, I agree to provide the City of Dallas, Business Development & Procurement Services department with a completed copy of all required forms provided within the Business Inclusion and Development document package. I understand that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, I understand that if I fail to provide all of the required documents within five (5) business days after notification, my bid may be deemed "non-responsive" and I may be denied award of the contract.**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please **DO NOT** use the "Enter" key.)

Bid Number: 15-1384

Company Name: Pacheco Koch Consulting Engineers, Inc.

Mark A. Pacheco, P.E., R.P.L.S.  
Typed or Printed Name of Certifying Official of Company

04/05/2021  
Date

  
Signature of Certifying Official of Company

President  
Title



**CITY OF DALLAS**  
**Office of Economic Development – Business and Workforce Inclusion**  
**Ethnic Workforce Composition Report (BWI-FRM-627)**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

**Company name:** Pacheco Koch Consulting Engineers, Inc.

**Address:** 7557 Rambler Road, Suite 1400, Dallas, Texas 75231


**Bid #:** 15-1384

**Telephone Number:** 972 - 235 - 3031 Ext.


**Email Address:** mpacheco@pkce.com

Please complete the following sections based on the ethnic composition of the (location) entity in the address line above.

Employee Classification	Total No. Employees		White		Black		Hispanic		Other	
	Male	Female	M	F	M	F	M	F	M	F
Administrative/ Managerial	2		1				1			
Professional	52	12	42	7	2	1	8	4		
Technical	21	3	12	1			9	2		
Office/Clerical	4	17	4	14				3		
Skilled	5		5							
Semiskilled	8		2		2		4			
Unskilled										
Seasonal	2	1	1	1			1			
<b>Totals:</b>	<b>94</b>	<b>33</b>	<b>67</b>	<b>23</b>	<b>4</b>	<b>1</b>	<b>23</b>	<b>9</b>		
<b># of employees living in Dallas:</b>	<b>29</b>	<b>14</b>	<b>21</b>	<b>7</b>	<b>3</b>	<b>1</b>	<b>5</b>	<b>6</b>		
<b>Total % of employees living in Dallas</b>			<b>33.9</b>							

  
 \_\_\_\_\_  
 Officer's Signature

**Mark A. Pacheco, P.E., R.P.L.S.**  
 \_\_\_\_\_  
 Typed or Printed Name

  
 \_\_\_\_\_  
 President

\_\_\_\_\_  
 Title

**04/05/2021**  
 \_\_\_\_\_  
 Date



**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Trinity Stand Trail - Phase II - Supplemental Agreement #3 Bid/Contract #: 15-1384

**Instructions:**

- Column 1: List type of work to be performed by Prime and 1st tier subcontractors.
- Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.
- Column 3: List name of firm; MWBE Certification Number (if applicable).
- Column 4: List firm(s); contact name; address; telephone number.
- Column 5: List ethnicity of firm(s) owner as B=Black American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE.
- Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).
- Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.
- Column 8: Indicate percentage of total contract amount.
- Column 9: Indicate total payments to date.
- Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm or N	L Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)		
[1] Civil Engineering	[2] 342980	[3] Pacheco Koch Consulting Engineers, Inc. HMMB76381N1021	[4] Christopher M. Jones, P.E., DBIA 7557 Rambler Road, Suite 1400 Dallas, Texas 75231-2388	[5] H	[7] \$ 61,000.00	[8] 62.35%	[9] \$ -	[10] \$ -		
Notes:										
Environmental Services	520189	Integrated Environmental Solutions, LLC WFDB53826N0521	Rudi K. Reinecke 610 Elm Street, Suite 300 McKinney, Texas 75069	W	\$ -	0.00%	\$ -	\$ -		
Notes:										
Topographical Survey Services	514273	Lim & Associates, Inc. PMSB56694N1122	S.W. (Daniel) Lim, P.E., R.P.L.S., CFM 1112 N. Zang Boulevard, Suite 200 Dallas, Texas 75203	P	\$ -	0.00%	\$ -	\$ -		
Notes:										
Traffic Engineering Design	511462	Urban Engineers Group, Inc. HFDB71876N1021	Faisal Syed, P.E., PTOE, LEED-AP 167 Turtle Creek Boulevard, Suite A Dallas, Texas 75207	H/F	\$ 36,840.00	37.65%	\$ -	\$ -		
Notes:										
<b>Total Bid Amount:</b>								\$ 97,840.00	100.00%	\$ -

[Note: Totals and Percentages will automatically calculate.]

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.

Officer's Signature: \_\_\_\_\_

Title: President

Printed Name: \_\_\_\_\_

Mark A. Pacheco, P.E., R.P.L.S.

Date: April 5, 2021

Company Name: \_\_\_\_\_

Pacheco Koch Consulting Engineers, Inc.





**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Trinity Stand Trail - Phase II - Total Bid/Contract #: 15-1384

**Instructions:**

- Column 1: List type of work to be performed by Prime and 1st tier subcontractors.
- Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.
- Column 3: List name of firm; MWBE Certification Number (if applicable).
- Column 4: List firm(s); contact name, address; telephone number.
- Column 5: List ethnicity of firm(s) owner as B=African American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE.
- Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-Local (Outside Dallas county limits).
- Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.
- Column 8: Indicate percentage of total contract amount.
- Column 9: Indicate total payments to date.
- Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel.	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)	
[1] Civil Engineering	[2] 342980	[3] Pacheco Koch Consulting Engineers, Inc. HMMB78381N1021	[4] Christopher M. Jones, P.E., DBIA 7557 Rambler Road, Suite 1400 Dallas, Texas 75231-2388	[5] H	[6] L	[7] \$ 415,584.00	[8] 59.17%	[9] \$ -	[10] \$ -	
Notes:										
Environmental Services	520199	Integrated Environmental Solutions, LLC WFFDB53826ND0521	Rudi K. Reinecke 610 Elm Street, Suite 300 McKinney, Texas 75069	W	L	\$ 5,500.00	0.78%	\$ -	\$ -	
Notes:										
Topographical Survey Services	514273	Lim & Associates, Inc. PMSB56694N1122	S.W. (Daniel) Lim, P.E., R.P.L.S., CFM 1112 N. Zang Boulevard, Suite 200 Dallas, Texas 75203	P	L	\$ 85,890.00	12.23%	\$ -	\$ -	
Notes:										
Traffic Engineering Design	511462	Urban Engineers Group, Inc. HFDDB71876N1021	Faisal Syed, P.E., PTOE, LEED-AP 167 Turtle Creek Boulevard, Suite A Dallas, Texas 75207	H/F	L	\$ 195,341.00	27.81%	\$ -	\$ -	
Notes:										
Total Bid Amount:								\$ 702,315.00	100.00%	\$ -

[Note: Totals and Percentages will automatically calculate.]

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.

Officer's Signature: \_\_\_\_\_ Title: President

Printed Name: Mark A. Pacheco, P.E., R.P.L.S. Date: April 5, 2021

Company Name: Pacheco Koch Consulting Engineers, Inc.



CITY OF DALLAS
SUBCONTRACTOR INTENT FORM

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas DATE: April 5, 2021
Business Development & Procurement Services gfe@dallascityhall.com

Project Name: Trinity Strand Trail-Phase II - S.A. #3 Bid # 15-1384

Urban Engineers Group, Inc. will provide the following
M/WBE Subcontractor on the project

good(s)/service(s): Traffic Engineering Design

to Pacheco Koch Consulting Engineers, Inc.
Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # HFDB71876N1021
Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.

For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.

Total Contract Amount \$97,840.00
MWBE/DBE Participation Amount \$36,840.00 37.65%

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

[Signature]
Officer's Signature (Prime Contractor)

Mark A. Pacheco, P.E., R.P.L.S.
Printed Name (Prime Contractor)

President
Title (Prime Contractor)

April 5, 2021
Date

[Signature]
Officer's Signature (M/WBE/DBE Subcontractor)

Faisal Syed, P.E., PTO, LEEDAP
Printed Name (M/WBE/DBE Subcontractor)

Principal
Title (M/WBE/DBE Subcontractor)

April 5, 2021
Date



Trinity Strand Trail Phase 2

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**AGENDA DATE:** April 22, 2021  
**COUNCIL DISTRICT(S):** 2  
**STAFF:** John Lawrence, (214) 670-4073

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**SUBJECT**

Authorize a professional services contract with DSGN Associates, Inc. for architectural services for the schematic design and historic preservation of the Reverchon Ballpark Improvements Project located at 3505 Maple Avenue – Not to exceed \$301,786.00 - Financing: Park and Recreation Facilities Fund (2006 General Obligation Bond Funds)

**BACKGROUND**

On December 9, 2020, the City of Dallas advertised the Request for Qualifications for Architectural and Engineering Services for the subject project. In response to this advertisement, the Office of Procurement Services Department received submittals from the following firms on January 8, 2021.

1. DSGN Associates, Inc
2. HKS, Inc
3. Good Fulton & Farrell (dba GFF, Inc.)

On January 13, 2021, the Selection Committee evaluated the 3 firms and determined that all of them had the appropriate qualifications and experience for this project. On March 3, 2021, the Planning and Design Division of Park and Recreation sent a Request for Proposal for Consulting Services to the three firms. In response to this request the Planning and Design Division received submittals from all three firms on March 19, 2021. On March 25, 2021, the selection committee reviewed and scored their proposals. Based on the results of the evaluation, DSGN Associates, Inc. was selected as the most qualified proposer.

This professional services contract will assess the condition of the existing grandstand, dugouts, field, parking lot and drainage system and prioritize the following needs: repairs to structural steel at the grandstand and fencing; repairs/replacement to/of the field and bleachers; additions of new (or relocation of existing) concession and storage spaces, batting cages, press and announcer spaces and an umpire changing room; architectural finish improvements for the Reverchon Ballpark Improvements Project.

**ESTIMATED SCHEDULE OF PROJECT**

Begin Design                      June 2021  
 Complete Design                October 2021  
 Begin Construction              January 2022  
 Complete Construction        October 2022

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has had no prior action.

**FISCAL INFORMATION**

Fund	FY 2021	FY 2022	Future Years
Park and Recreation Facilities Fund (2006 General Obligation Bond Funds)	\$301,786.00	\$0.00	\$0.00

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE%	M/WBE \$
\$301,786.00	Architecture & Engineering	34.00%	35.44%	\$106,956.00
This contract exceeds the M/WBE goal.				

**PROCUREMENT INFORMATION**

In accordance with the City of Dallas Administrative Directive 4-05 procurement guidelines, DSGN Associates, Inc. was selected as the most qualified consultant for this project.

**COMMITTEE ACTION**

The Planning and Design Committee will consider this item on April 22, 2021 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council approval on May 12, 2021.

**STAFF RECOMMENDATION**

Staff recommends approval.

Authorize a professional services contract with DSGN Associates, Inc. for architectural services for the schematic design and historic preservation of the Reverchon Ballpark Improvements located at 3505 Maple Avenue – Not to exceed \$301,786.00 - Financing: 2006 Bond Funds – page 3

**OWNER**

**DSGN Associates, Inc.**

Robert M. Meckfessel

**MAP**

Attached

BID Agenda Approval Cover Sheet

Project Meets BID Requirements

**Total M/WBE**

**35.44%**

Agenda Date: 5/12/2021  
 Prime Vendor #: 335615  
 Review Date: 4/6/2021

CIZ1958  
 DSGN Associates, Inc.  
 Reverchon Ballpark Improvements

\$280,186.00 Total Non-Local:

Dollar Amount Percent  
 \$21,437.00 7.1034%  
 \$15,000.00 4.9704%  
 \$34,000.00 11.2663%  
 \$1,200.00 0.3976%  
 \$15,000.00 4.9704%  
 \$20,319.00 6.7329%  
 0.00%  
 0.00%  
 0.00%  
 0.00%  
 0.00%  
 0.00%

Vendor Name Cert. #  
 Cox McLain Environmental Consulting, Inc. HFMB49168N1021  
 M.E.P. Consulting Engineers, Inc. (MEPCE) WFWB4158N0321  
 Quimby Preservation Studio WFWB69409N0323  
 Abadi Accessibility HFMB52678N0821  
 KCE Engineering, Inc. WFD05918N0621  
 AP Development, LLC WFD014969N1021

**Total M/WBE**  
 Non-M/WBE  
 Total Local  
**Non-Local**  
 Sub Vendor #

\$106,956.00  
 \$173,230.00  
 \$280,186.00

**35.4410%**  
 57.4016%  
 92.8426%

**Total Non Local M/WBE**  
 Non-M/WBE  
 Total Non-Local

\$0.00  
 \$21,600.00  
 \$21,600.00

0.0000%  
 0.0000%  
 0.0000%

**Total Action**

\$301,786.00

**100.00000%**




**CITY OF DALLAS**  
**Office of Economic Development – Business and Workforce Inclusion**  
**Ethnic Workforce Composition Report (BWI-FRM-627)**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

**Company name:** DSGN Associates, Inc.  
**Address:** 115 W. Greenbriar Lane; Dallas, TX 75208  
**Bid #:** CIZ1958  
**Telephone Number:** 214 - 746 - 2708 Ext. \_\_\_\_\_  
**Email Address:** bbrant@dsgn.com

Please complete the following sections based on the ethnic composition of the (location) entity in the address line above.

Employee Classification	Total No. Employees		White		Black		Hispanic		Other	
	Male	Female	M	F	M	F	M	F	M	F
Administrative/ Managerial		1		1						
Professional	4	5	4	1				2		2
Technical										
Office/Clerical										
Skilled										
Semiskilled										
Unskilled										
Seasonal										
<b>Totals:</b>	<b>4</b>	<b>6</b>	<b>4</b>	<b>2</b>				<b>2</b>		<b>2</b>
<b># of employees living in Dallas:</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>2</b>				<b>1</b>		<b>1</b>
<b>Total % of employees living in Dallas</b>	<b>70%</b>									

  
 \_\_\_\_\_  
**Officer's Signature**  
 Robert L Meckfessel  
 \_\_\_\_\_  
**Typed or Printed Name**

President  
 \_\_\_\_\_  
**Title**  
 19 March 2021  
 \_\_\_\_\_  
**Date**





**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Reverchon Ballpark Improvements

Bid/Contract #: CIZ1958

**Instructions:**

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2:

City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.

Column 3: List name of firm; MWBE Certification Number (if applicable).

Column 4: List firm(s), contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=African American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE.

Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
Architecture	335615	DSGN Associates, Inc.	Robert L. Meckfessel 115 W. Greenbriar Lane Dallas, TX 75208 214.746.2706	NON	L	\$100,000.00	33.14%		
Civil		Urban Structures	Douglas E. Barrilleaux 8140 Walnut Hill Lane Dallas, TX 75231 214.295.5775	NON	L	\$26,550.00	8.80%		
Structural		Urban Structures	Richard Reed 8140 Walnut Hill Lane Dallas, TX 75231 214.295.5775	NON	L	\$ 3,000.00	0.99%		
Archeology		Cox McLain Environmental Consulting, Inc. WFWB49168N1021	Melissa M. Green, RPA. 600 E. John Carpenter Frwy, Site 186 Irving, TX 75062 469.647.4866	W	L	\$ 21,437.00	7.10%		
Mechanical, Electrical & Plumbing	515088	M.E.P. Consulting Engineers, Inc. (MEPCE)	Sheila Nemati 2928 Story Road West Irving, TX 75038 972.870.9060	W	L	\$ 15,000.00	4.97%		

			WFWB41583N0321											
Preservation Architect			Quimby Preservation Studio WFWB69409N0323		Marcel Quimby, FAIA, President 7001 Hammond Avenue Dallas, TX 75223 214.755.1503	W	L	\$	34,000.00			11.27%		
Landscape Architecture			Hocker		David Hocker, FASLA, President 918 Dragon Street Dallas, TX 75207 214.915.0910	NON	L	\$	20,000.00			6.63%		
Registered Accessibility Specialist	4521		Abadi Accessibility HFMB52678N0821		Marcela Abadi Rhoads 7516 Danfield Ct Dallas, TX 75252 214.403.871	W	L	\$	1,200.00			0.40%		
Floodplain Engineers			KCE Engineering, Inc. WFDDB05918N0621		Dr. Cuneyt Erbatur, PE 9430 Wood Duck Drive Fort Worth, TX 76118 817.896.1730	I	L	\$	15,000.00			4.97%		
Cost Estimating			Riddle & Goodnight		Mark Goodnight 115 Mary Drive Weatherford, TX 76085 817.946.7825	NON	L	\$	8,580.00			2.84%		
Community Outreach and Placemaking	VC19171		AP Development, LLC WFDDB14969N1021		Amanda Popken 2519 Catherine St Dallas, TX 75211 214.906.5652	W	L	\$	20,319.00			6.73%		
Paint			Source Historic Conservation Services		Jhonny Langer 1201 Avenue M Galveston, TX 77550 832.277.5056	NON	N	\$	5,800.00			1.92%		
Sports Consultant			Sports Plan Studio		Pam Scott 5421 NW Foxhill Road Parkville, MO 64152 832.277.5056	NON	N	\$	15,800.00			5.24%		

Branding / Signage	Atwell Design	Kristin Payne Atwell 4140 Commerce Street, Suite 101 Dallas, TX 75226 214.742.1890	NON	L	\$ 11,100.00	3.68%		
Reimbursable Expenses	335615 DSGN Associates, Inc.	Robert L. Meckfessel 115 W. Greenbriar Lane Dallas, TX 75208 214.746.2706	NON	L	\$ 4,000.00	1.33%		
Notes:	[Note: Totals and Percentages will automatically calculate.]							
					<b>Total Bid Amount:</b>	<b>\$ 301,786.00</b>	<b>100.00%</b>	<b>\$ -</b>

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.



**Officer's Signature:** \_\_\_\_\_  
**Printed Name:** Robert L. Meckfessel  
**Company Name:** DSGN Associates, Inc.

Title: Principal  
Date: April 5, 2021



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas

DATE: April 5, 2021

Business Development & Procurement Services

Project Name: Reverchon Ballpark

Bid # CIZ1958

AP Development, LLC

will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Community outreach

to

**DSGN Associates, Inc.**

Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency:

NCTRCA

MWBE Certification Number: # WFDB14969N1021

*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of MWBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	\$301,786	<input checked="" type="checkbox"/> NCTRCA
		<input type="checkbox"/> DFWMSCD
MWBE/DBE Sub Participation Amount	\$20,319	6.73% <input type="checkbox"/> WBCSW

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.



Officer's Signature (Prime Contractor)

Robert L. Meckfessel

Printed Name (Prime Contractor)

Principal

Title (Prime Contractor)

April 5, 2021

Date



Officer's Signature (M/WBE/DBE Subcontractor)

Amanda Popken

Printed Name (M/WBE/DBE Subcontractor)

President

Title (M/WBE/DBE Subcontractor)

April 5, 2021

Date

Please select or list all Chambers or Advocacy groups you are a member of:

Prime Sub

Prime Sub

Greater Dallas Asian American Chamber of Commerce

Asian Contractors Association

Greater Dallas Black Chamber of Commerce

Regional Black Contractors Association

Greater Dallas Hispanic Chamber of Commerce

Regional Hispanic Contractors Association

U.S. Pan Asian American Chamber of Commerce

Other



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

*(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)*

TO: City of Dallas DATE: April 5, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Improvements Bid # CIZ1958

Cox McLain Environmental Consulting, Inc. will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Archeology

to DSGN Associates, Inc.  
Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # HFMB49168N1021  
*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime \$ 301,786

MWBE/DBE Sub Participation Amount \$ 21,437 7.10 %

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

  
 Officer's Signature (Prime Contractor)

Robert L. Meckfessel  
 Printed Name (Prime Contractor)

Principal  
 Title (Prime Contractor)

April 5, 2021  
 Date

\_\_\_\_\_  
 Officer's Signature (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Printed Name (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Title (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Date



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas DATE: April 5, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Improvements Bid # CIZ1958

KCE Engineering, Inc. will provide the following  
M/WBE Subcontractor on the project

good(s)/service(s): Floodplain Engineers

to DSGN Associates, Inc.  
Prime Contractor on the project

M/WBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # WFDB05918N0621  
*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	<u>\$ 301,786</u>		
M/WBE/DBE Sub Participation Amount	<u>\$ 15,000</u>	<u>4.97</u>	<u>%</u>

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

Officer's Signature (Prime Contractor)

Robert L. Meckfessel  
 Printed Name (Prime Contractor)

Principal  
 Title (Prime Contractor)

April 5, 2021  
 Date

Officer's Signature (M/WBE/DBE Subcontractor)

Kameron Erbatur, P.E., M. Eng., CFM  
 Printed Name (M/WBE/DBE Subcontractor)

Principal  
 Title (M/WBE/DBE Subcontractor)

April 7, 2021  
 Date



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

*(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)*

TO: City of Dallas DATE: April 5, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Improvements Bid # CIZ1958

Cox McLain Environmental Consulting, Inc. will provide the following  
M/WBE Subcontractor on the project

good(s)/service(s): Archeology

to DSGN Associates, Inc.  
Prime Contractor on the project


MWBE subcontractor is currently certified by the following agency: NCTRCA

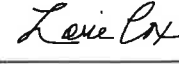
M/WBE Certification Number: **#** HFMB49168N1021  
*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	<u>\$ 301,786</u>		
MWBE/DBE Sub Participation Amount	<u>\$ 21,437</u>	<u>7.10</u>	<u>%</u>

**The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.**

  
 Officer's Signature (Prime Contractor)  
Robert L. Meckfessel  
 Printed Name (Prime Contractor)  
Principal  
 Title (Prime Contractor)  
April 5, 2021  
 Date

  
 Officer's Signature (M/WBE/DBE Subcontractor)  
Lorie Cox  
 Printed Name (M/WBE/DBE Subcontractor)  
Principal/Secretary  
 Title (M/WBE/DBE Subcontractor)  
04/07/2021  
 Date





**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas DATE: April 5, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Improvements Bid # CIZ1958

Abadi Accessibility will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Accessibility Consultant

to DSGN Associates, Inc.  
Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # HFMB52678N0821  
*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	<u>\$ 301,786</u>		
MWBE/DBE Sub Participation Amount	<u>\$ 1,200</u>	<u>0.40</u>	<u>%</u>

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

  
 \_\_\_\_\_  
 Officer's Signature (Prime Contractor)  
 Robert L. Meckfessel  
 \_\_\_\_\_  
 Printed Name (Prime Contractor)  
 Principal  
 \_\_\_\_\_  
 Title (Prime Contractor)  
 April 5, 2021  
 \_\_\_\_\_  
 Date

Marcela Abadi Rhoads, FAIA  
 \_\_\_\_\_  
 Officer's Signature (M/WBE/DBE Subcontractor)  
 Marcela Abadi Rhoads, FAIA  
 \_\_\_\_\_  
 Printed Name (M/WBE/DBE Subcontractor)  
 Principal Owner  
 \_\_\_\_\_  
 Title (M/WBE/DBE Subcontractor)  
 April 5, 2021  
 \_\_\_\_\_  
 Date

Digitally signed by Marcela Abadi Rhoads, FAIA  
 DN: cn=Marcela Abadi Rhoads, FAIA, o=Abadi  
 Accessibility, ou, email=marhoads@abadiaaccess.com,  
 c=US  
 Date: 2021.04.06 13:02:58 -0500



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas DATE: April 5, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Improvements Bid # CIZ1958

KCE Engineering, Inc. will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Floodplain Engineers

to DSGN Associates, Inc.  
Prime Contractor on the project

M/WBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # WFDB05918N0621  
*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	<u>\$ 301,786</u>		
	Text		
M/WBE/DBE Sub Participation Amount	<u>\$ 15,000</u>	<u>4.97</u>	<u>%</u>

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

  
 Officer's Signature (Prime Contractor)

Robert L. Meckfessel  
 Printed Name (Prime Contractor)

Principal  
 Title (Prime Contractor)

April 5, 2021  
 Date

\_\_\_\_\_  
 Officer's Signature (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Printed Name (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Title (M/WBE/DBE Subcontractor)

\_\_\_\_\_  
 Date



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

*(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)*

TO: City of Dallas

DATE: April 5, 2021

Business Development & Procurement Services

Project Name: Reverchon Ballpark

Bid # CIZ1958

MEPCE

will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Mechanical, Electrical, and Plumbing Engineer

to

DSGN Associates, Inc.

Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency:

NCTRCA

MWBE Certification Number: # WFWB4158N0321

*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime	<u>\$301,786</u>	<input checked="" type="checkbox"/> NCTRCA
		<input type="checkbox"/> DFWMSDC
MWBE/DBE Sub Participation Amount	<u>\$15,000</u>	<u>4.97%</u> <input type="checkbox"/> WBCSW

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.



Officer's Signature (Prime Contractor)

Robert L. Meckfessel

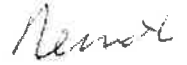
Printed Name (Prime Contractor)

Principal

Title (Prime Contractor)

April 5, 2021

Date



Officer's Signature (M/WBE/DBE Subcontractor)

Adam Nemati

Printed Name (M/WBE/DBE Subcontractor)

Principal

Title (M/WBE/DBE Subcontractor)

April 5, 2021

Date

Please select or list all Chambers or Advocacy groups you are a member of:

Prime Sub

Prime Sub

Greater Dallas Asian American Chamber of Commerce

Asian Contractors Association

Greater Dallas Black Chamber of Commerce

Regional Black Contractors Association

Greater Dallas Hispanic Chamber of Commerce

Regional Hispanic Contractors Association

U.S. Pan Asian American Chamber of Commerce

Other \_\_\_\_\_



**CITY OF DALLAS  
SUBCONTRACTOR INTENT FORM**

(Note: Please use the Tab button, mouse or arrows to move from one section to the next. Please DO NOT use the "Enter" key.)

TO: City of Dallas DATE: April 05, 2021  
Business Development & Procurement Services

Project Name: Reverchon Ballpark Bid # CIZ1958

Quimby Preservation Studio will provide the following

M/WBE Subcontractor on the project

good(s)/service(s): Preservation studio specilizing in historic renovation work

to DSGN Associates, Inc.  
Prime Contractor on the project

MWBE subcontractor is currently certified by the following agency: NCTRCA

M/WBE Certification Number: # WFWB69409N0323

*Certification must be kept current / valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.*

**For the purpose of M/WBE subcontracting participation, the City of Dallas does not include amounts paid to the prime by the sub-contractor.**

Total Contract Amount for prime \$301,786.00 X NCTRCA

DFWMSDC

MWBE/DBE Sub Participation Amount \$34,000.00 11.27% WBCSW

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the City of Dallas contract. The undersigned understands that, for the purpose of M/WBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, before any subcontractor changes are made, the prime contractor must submit to the Business Inclusion and Development Group for approval, a Change of M/WBE subcontractor/supplier form prior to any changes. Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future City contracts.

*Bob M*

Officer's Signature (Prime Contractor)

Robert L. Meckfessel

Printed Name (Prime Contractor)

Principal

Title (Prime Contractor)

April 5, 2021

Date

*Marcel Quimby*

Officer's Signature (M/WBE/DBE Subcontractor)

Marcel Quimby

Printed Name (M/WBE/DBE Subcontractor)

President

Title (M/WBE/DBE Subcontractor)

April 5, 2021

Date

Please select or list all Chambers or Advocacy groups you are a member of:

Prime Sub

Prime Sub

Greater Dallas Asian American Chamber of Commerce

Asian Contractors Association

Greater Dallas Black Chamber of Commerce

Regional Black Contractors Association

Greater Dallas Hispanic Chamber of Commerce

Regional Hispanic Contractors Association

U.S. Pan Asian American Chamber of Commerce

Other

Date: 4/6/21



City of Dallas

**Project Information for Sheet Construction/Architectural and Engineering Items**

Construction Award

Amount:

Change Order # \_\_\_\_\_

CO Amount: Overall Amount:

Professional Services Contract

Amount:

Supplemental Agreement # \_\_\_\_\_

SA Amount: Overall Amount:

Architectural and Engineering

Amount: \$301,786.00

Department: PKR

Proposed Agenda Date: 5/12/2021

Project Name: Reverchon Ballpark Improvements

Contract Number:

Encumbrance Number:

Scope of Work: The professional services contract will include conceptual design, community engagement, architectural and engineering (MEP, structural and civil) schematic design, archaeology, historic preservation, cost estimating flood control management, special sports venue design and surveying.

Subcontracting Opportunities: all services mentioned above.

Project Manager: Stefan Kesler

Contact Person: Stefan Kesler

Phone: 214-670-4109

Email: Stefan.kesler@dallascityhall.com

Contacted Intent to Award On: 3/29/21

Prime Contractor/Consultant: DSGN Associates, Inc.

Contact Person: Robert Meckfessel

Phone: 214-746-2706

Email: rmeckfessel@dsgn.com

Does this project have federal funds? NO

If applicable what is the DBE goal? \_\_\_\_\_

**CITY OF DALLAS**  
**Office of Economic Development – Business and Workforce Inclusion**  
**Pre-Bid/Pre-Proposal Form – Cover Memo (BWI-FRM-622)**

Reverchon Ballpark  
Improvements

Company Name: **DSGN Associates, Inc.**

Solicitation Number: **CIZ1958**

Project Name:



The Office of Economic Development Business and Workforce Inclusion Pre-Bid/Pre-Proposal Form is turned in with all bid documents and proposal packages and certifies that the bidder/proposer agrees to comply with the City of Dallas Business Inclusion and Development Policy (BID Policy).

**Section I: Business Inclusion Affidavit**

It is the policy of the City of Dallas to involve qualified Minority and Women-Owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's construction, procurement, and professional services contracts. The BID Policy establishes subcontracting goals and requirements for all prospective bidder/proposer to ensure a reasonable degree of M/WBE business inclusion and participation in City contracts. By signing this section, the bidder/proposer agrees to comply with the City of Dallas BID Policy.

**Section II: Historical Utilization**

The purpose of this section is to show the bidder/proposer's recent history of utilizing M/WBE companies to complete contracts with municipalities. Historical Utilization is not limited to City of Dallas contracts, but should only include the last three projects performed with municipalities. If you have not done business with the City of Dallas or any other municipalities as a prime contractor, leave this section blank.

**Section III: Team Make-up/Schedule of Work**

The purpose of this section is to confirm the M/WBE participation percentage for the sub-contracting team that will be utilized for the anticipated project. In this section, the prime contractor will show their proposal to meet the established M/WBE subcontracting goal. This section should include all subcontractors, both M/WBEs and non-M/WBEs, and should also include the prime contractor's percentage. Contact the project manager if you require additional lists of M/WBE certified companies to perform scopes of work.

Once the contract has been awarded to the low bidder/most advantageous proposer, the prime contractor is expected to utilize the M/WBEs listed in this section.







**CITY OF DALLAS**  
**Office of Economic Development - Business and Workforce Inclusion**  
**Pre-Bid/Pre-Proposal Form (BWI-FRM-623)**

Sections II and III are worth 15 Total Points. Section II = 5 Points Maximum, Section III = 10 Points Maximum.

Solicitation Number: **C1Z1958**

Project Name: **Reverchon Ballpark Improvements**

Company Name: **DSGN Associates, Inc.**

**Section I: Business Inclusion Affidavit**

It is the policy of the City of Dallas to involve qualified Minority and Women-Owned Business Enterprises (MWBEs) to the greatest extent feasible on the City's construction, procurement and professional services contracts. The City and its contractors shall not discriminate on the basis of race, age, color, religion, national origin, or sex in the award and performance of contracts. On September 23, 2020 the City Council adopted the following MWBE participation goals without consideration for specific ethnicity or gender (Resolution Number 20-1430):  
**Construction - 32.00%, Architectural & Engineering - 34.00%, Professional Services - 38.00%, Other Services - N/A, Goods - 32.00%**

By signing below, I certify that the information included in sections II and III are true and complete to the best of my knowledge and belief. I further understand and agree that all information will be reviewed and verified by the Office of Economic Development, Business and Workforce Inclusion (BWI). I agree to provide the City of Dallas with a completed copy of all required forms provided within the BWI Inclusion document package. I understand that, for the purpose of MWBE subcontracting participation, any amounts paid to the prime from the sub contractor should not be included in the above listed participation amount. Finally, I understand that if I fail to provide all of the required documents, my bid may be deemed 'non-responsive' and I may be denied award of the contract.

*Robert L. Meckfessel*

Robert L. Meckfessel

Typed or Printed Name of Company's Certifying Official

Signature

January 8, 2021  
Date

**Section II: Historical Utilization**

Entity Name Address, City, State, Zip	Contact Person, Title Phone Number	Month/Year of Project	Total Contract Amount	MWBE Goal (%)	Project Name/ Contract Type	M/WBE Actual Participation (\$)	MWBE Actual Participation (%)
Office of the Bond Program 1500 Marilla St. 6/D/S, Dallas, TX 75201	Robert Van Buren, Senior Architect 214.871.5129	2018 - 2020	\$ 780,269.00	25.66%	Vickery Meadow Branch Library / Professional Services	\$ 205,210.00	26.30%
Office of the Bond Program 1500 Marilla St. 6/D/S, Dallas, TX 75201	Robert Van Buren, Senior Architect 214.871.5129	2018 - 2020	\$ 135,266.00	25.66%	Vickery Meadow Community Court / Professional Services	\$ 36,914.00	27.29%
Office of the Bond Program 1500 Marilla St. 6/D/S, Dallas, TX 75201	Robert Van Buren, Senior Architect 214.871.5129	2011 - 2017	\$ 391,890.00	25.66%	Dallas Fire Station no. 6 / Professional Services	\$ 128,223.00	32.72%
Office of the Bond Program 1500 Marilla St. 6/D/S, Dallas, TX 75201	Robert Van Buren, Senior Architect 214.871.5129	2006 - 2010	\$ 409,705.00	29.12%	Prairie Creek Branch Library / Professional Services	\$ 119,306.00	29.12%
Park and Recreation Dept 1500 Marilla St. 6/F/S, Dallas, TX 75201	Raul Acosta, 214.948.5365	2004 - 2006	\$ 88,950.00	35.83%	Martin Weiss Park Renovation / Professional Services	\$ 32,022.00	36.00%

*Include historical MWBE utilization for the last three projects completed ONLY. Not limited to City of Dallas contracts, but should only include projects performed with municipalities.*

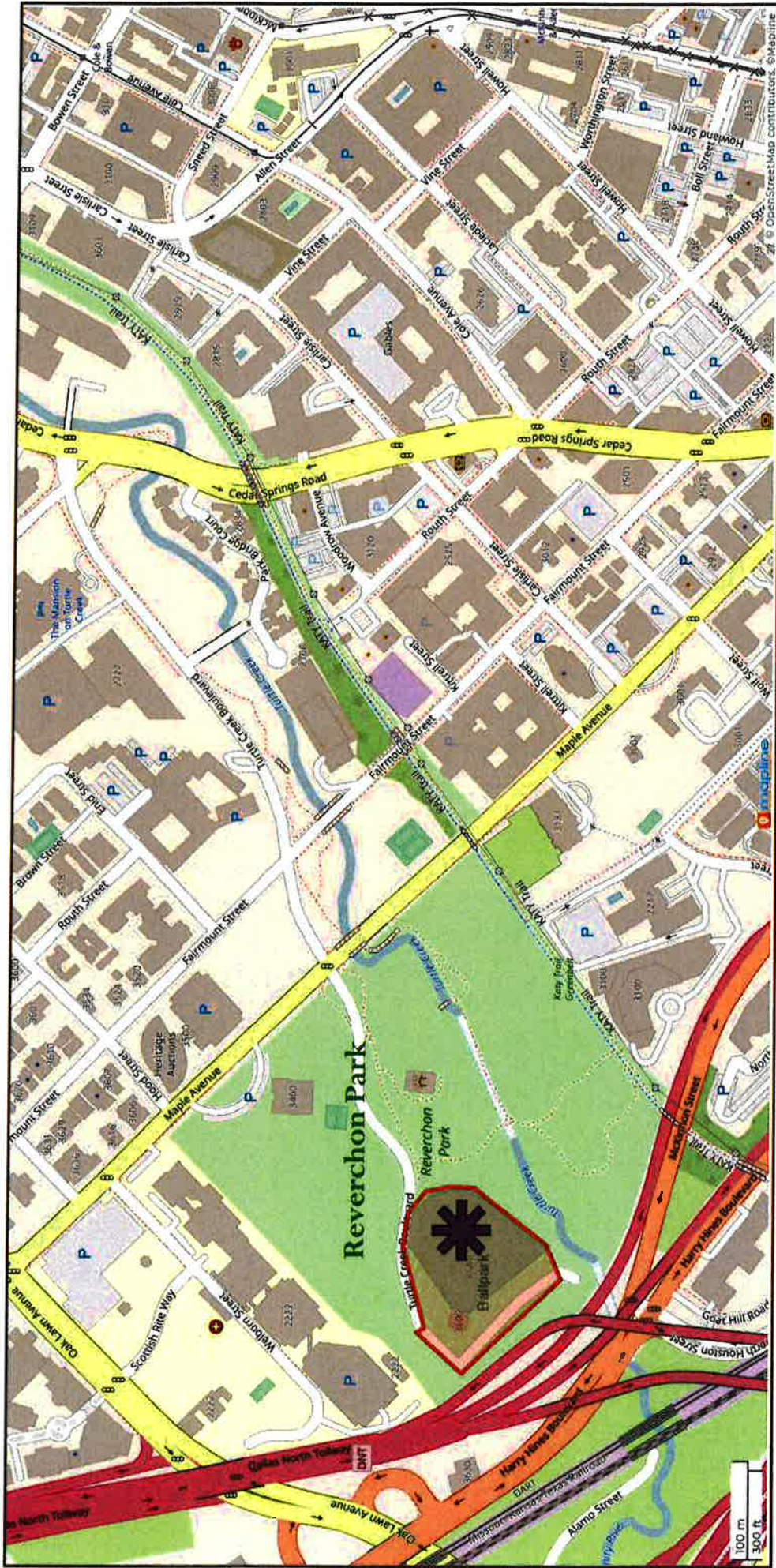
Section II = 5 Total Points; 3 Projects = 5 Points; 2 Projects = 3 Points; 1 Project = 1 Point

**Section III: Team Make-Up/Schedule of Work**

Company Name Address, City, State, Zip	Contact Person, Title Phone Number	M/WBE Certification # (if applicable)	Ethnicity/ Gender	Local or Non-Local	Scope of Work	Value of Work (\$)	Participation (%)
DSGN Associates, Inc. 115 West Greenbriar Lane, Dallas, TX 75208	Robert Meckfessel, FAIA, president 214.746.2708	n/a	NON	Local	architecture and interior design	\$ -	45.00%
Quimby Preservation Studio 7001 Hammond Ave, Dallas, Texas 75223	Marcel Quimby, FAIA, president 214.755.1503	pending	W	Local	preservation architect	\$ -	20.00%
Urban Structures 8140 Walnut Hill Ln, Dallas, TX 75231	Douglas E. Barnilleaux, PE 214.295.5775	n/a	NON	Local	Civil and Structural Engineering	\$ -	8.00%
Hocker 918 Dragon St., Dallas, TX 75207	David Hocker, FASLA, president 214.915.0910	n/a	NON	Local	Landscape Architecture	\$ -	5.00%
MEPCE 2928 Story Road West, Irving, TX 75038	Sheila Nairati, PE, president 972.870.9060	WFWB4158N0321	W/F	Local	MEP Engineering	\$ -	8.00%
AP Development, LLC 2519 Catharine St, Dallas, TX 75211	Ananda Popken 214.906.5652	WFWB9529N1220	W	Local	Community Outreach	\$ -	3.00%
Abadi Accessibility 7516 Danfield Court, Dallas, TX 75252	Maroia Abadi Rhoads 214.403.8714	HFMB52678N0821	W	Local	Registered Accessibility Consultant	\$ -	1.00%
KCE Engineering, Inc. 9430 Wood Duck, Fort Worth, TX 76118	Dr. Cunevrt Erntaur, PE 817.896.1730	WFWB36240N1021	F	Local	floor plain studies and modeling	\$ -	5.00%
Riddle & Goodnight 115 Many Drive, Weatherford, TX 76085	Mark Goodnight 817.946.7825	n/a	NON	Local	Cost Estimating	\$ -	2.00%
Cox McLain Environmental Consulting, Inc. 600 E. John Carpenter Frwy, Suite 186 Irving, Texas 75062	Melissa M. Green, RPA 469.647.4866	WFWB49168N1021	F	Local	Archeology	\$ -	3.00%
<b>Total Contract Amount</b>						\$ -	<b>100.00%</b>

*Include all subcontractors who will be performing on this project, both MWBEs and Non-MWBEs. This section should include the Prime Contractor's value of work, and the total contract amount will auto populate.*

Section III = 10 Total Points; Meets Goal = 5 Points; Exceeds Goal, Additional 3 Points; Diverse Team Make-Up, Additional 2 Points

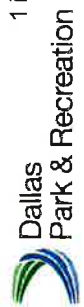


Reverchon Ballpark  
 (3505 Maple Avenue)

Mapsco District  
 45A 2



0 150 300 600 1,200 Feet  
 1 in = 300 ft



Dallas  
 Park & Recreation

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**DATE:** April 22, 2021  
**COUNCIL DISTRICT(S):** 3, 7, 9  
**STAFF:** Leong Lim, 214-670-7753

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**SUBJECT**

Authorize dedication plaques for the Phase 2 Aquatic Facilities at Bahama Beach Waterpark located at 1895 Campfire Circle, Exline Neighborhood Aquatic Center located at 2430 Eugene Street, and Harry Stone Neighborhood Aquatic Center located at 2403 Millmar Drive – Financing: No cost consideration to the City

**BACKGROUND**

This action will authorize dedication plaques for the Phase 2 Aquatic Facilities at Bahama Beach Waterpark located at 1895 Campfire Circle, Exline Neighborhood Aquatic Center located at 2430 Eugene Street, and Harry Stone Neighborhood Aquatic Center located at 2403 Millmar Drive. The proposed plaques are in accordance with Section II of the Park and Recreation Board Plaque Policy No. 11-21-96, with December 15, 2016 as the effective date of the last revisions to the Policy.

**FISCAL INFORMATION**

No cost consideration to the City.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

Revisions to the Park and Recreation Board Plaque Policy No. 11-21-96 became effective on December 15, 2016.

**COMMITTEE ACTION**

The Planning and Design Committee will consider this item on April 22, 2021 and will bring a recommendation to the full Park and Recreation Board on the same day.

This action does not require City Council approval.

**STAFF RECOMMENDATION**

Staff recommends approval.

Authorize dedication plaques for the Phase 2 Aquatic Facilities at Bahama Beach Waterpark located at 1895 Campfire Circle, Exline Neighborhood Aquatic Center located at 2430 Eugene Street, and Harry Stone Neighborhood Aquatic Center located at 2403 Millmar Drive –Financing: No cost consideration to the City – Page 2

## **ATTACHMENTS**

Maps

Renderings of Plaques

Park and Recreation Board Plaque Policy



# PARK AND RECREATION BOARD POLICY

Title: Plaque Policy  
No. 11-21-96

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## **Table of Contents**

### Scope of Policy

- I. Donation Plaques
- II. Dedication Plaques

### **Scope of Policy**

It is the intent of the Park Board to provide parks and park facilities that are attractive, and user-friendly. From time to time, the opportunity arises to recognize groups or individuals for donating items or funding to provide furnishings and/or improvements in parks and park facilities. In order to ensure consistent, attractive, high quality plaques with appropriate content, this policy identifies the requirements and specifications for recognition plaques, or a recognition system; and building dedication plaques. This policy will apply to all parks except as exempted by separate agreement.

Fair Park is exempted from this policy by Ordinance 27079, Fair Park Historical Overlay District. Refer to the Interpretive Signage Policy for historical or interpretive plaques. Refer to the Naming Policy for the naming of parks, buildings, or components of parks and buildings.

#### **I. Donation Plaques**

- A. Plaques will be considered for donations greater than \$1,500 or equivalent contributions related to park furnishings or other permanent improvements to the park system.
- B. For plaques recognizing donations under \$25,000, the Director, or his/her designee will determine the appropriate quality, design, size and materials. For park furnishings (benches, trash receptacles, picnic tables, etc.) a 2"x5" plaque size is appropriate.



City of Dallas

## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96

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- C. Signage to recognize volunteer efforts shall be in accordance with the Park Beautification and/or Maintenance Agreement.
- D. Plaques for donations or donated items with a value greater than \$25,000 require Park Board approval upon recommendation from the Planning and Design Committee. Plaques for donations or donated items with a value less than \$25,000 require the approval of the Director or his/her designee in accordance with this policy and prior to such approval the Director or his/her designee shall notify the Park Board representative from the District in which the plaque will be located.
- E. Plaques may also be part of a recognition system. A "recognition system" is defined as a framework that provides unification of multiple plaques, pavers, bricks, or other elements in certain location(s). Recognition systems require approval by the Park Board upon recommendation from the Planning and Design Committee. This approval may be combined with approval of plans and specifications for a larger project. Once a recognition system is approved by the Park Board, individual recognition system elements will be consistent with this policy.
- F. All stipulations and conditions regarding the plaque must be contained in a letter of agreement signed by the sponsoring party and the Director or his/her designee.
- G. Plaques may be given in honor or recognition of an individual or group and should not serve the purpose of a memorial. Refer to Exhibit A for examples of plaques which honor or recognize individuals.
- H. Sponsors shall bear the cost of design, manufacturing, installation (including the mounting structure), maintenance, repair and replacement of all plaques (due to loss, damage, vandalism or deterioration).

## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96

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- I. Once the useful life of the donated item has expired or the item has been replaced, the plaque will be removed.
  - J. For plaques that are installed as a requirement of a grant program, the rules of the grant are to be followed even in the event that they are in conflict with the stipulations of this policy. This action requires approval of the Park Board upon recommendation from the Planning and Design Committee.
  - K. Recognition or commemorative elements associated with tree plantings or tree groves at park sites must comply with the provisions of this policy.
  - L. Other recognition for significant contributions to the Park and Recreation Department will be in the form of certificates, resolutions, and other formats that the Board may determine to be appropriate. Annual award and recognition events, special mention at Board meetings, etc. are examples of how significant contributions may be recognized when a plaque is not considered appropriate.
  - M. Building dedication plaques are covered under Section II of this policy.

### **II. Dedication Plaques**

It is the policy of the Park and Recreation Department to provide a dedication plaque in conjunction with the construction of all new Park and Recreation Department buildings, significant additions and other major projects.

- A. Dedication plaques can be manufactured from cast bronze, aluminum or similar durable materials; engraved in glass, stone or a similar material as an applied sign; or engraved into the wall, glass or floor surface of the building.



## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96

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- B. Dedication plaques will be placed inside or outside the building near the entrance or at a prominent location.
  - C. Dedication plaques include the name of the facility in prominent letters, "City of Dallas" under the facility name, and the date of the dedication (year) in smaller font size below "City of Dallas."
  - D. The City Council seated at the time of approval of the plaque (prior to the dedication) will be listed on the left side, or top of the plaque with the Mayor, Mayor Pro Tem and Deputy Mayor Pro Tem listed at the top. The remaining Council Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the City Council, then the Council Members seated at the time of the dedication, or substantial completion of the project, will be listed.
  - E. The Park and Recreation Board seated at the time of approval of the plaque (prior to the dedication) will be listed on the right side, or bottom of, the plaque with the President and Vice-President listed at the top. The remaining Board Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the Park and Recreation Board, then the Board members seated at the time of the dedication, or substantial completion of the project, will be listed.
  - F. The City Manager and other appropriate staff will be listed in the area underneath the City Council, but not necessarily in the same column.
  - G. The Park and Recreation Department Director, Assistant Director of Planning, Design and Construction and other appropriate staff will be listed under the Park and Recreation Board, but not necessarily in the same column.





## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy  
No. 11-21-96

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- H. The architect, general contractor, and/or when applicable, the construction manager or design/build firm will be listed either under the City Council and Park and Recreation Board lists or in a separate column.
  - I. It will be the option of the Park and Recreation Board to recognize individuals, groups, past Board or City Council Members, organizations, donors, other City departments or other funding agencies. This recognition can be either underneath the City Council and Park and Recreation Board lists, or as a separate column, depending on the nature of the list.
  - J. A plaque may include an approved graphic or logo meaningful to the park site or project. The City of Dallas and Park and Recreation Department graphic logos are deemed approved.
  - K. A drawing indicating the dedication plaque's form, materials, size and wording will be approved by the Park Board upon recommendation from the Planning and Design Committee. Any Board-requested revisions or modifications will be incorporated into the final design prior to its fabrication and installation.

### **OTHER POLICIES REFERENCED**

Park Naming Policy  
Interpretive Signage Policy

### **LEGAL REFERENCE**

None

### **PRIOR ACTION**

Initial Policy Approval: 11-21-1996  
Revised: 12-5-1996  
Revised: 12-17-2009  
Revised: 04-01-2010



City of Dallas

## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96

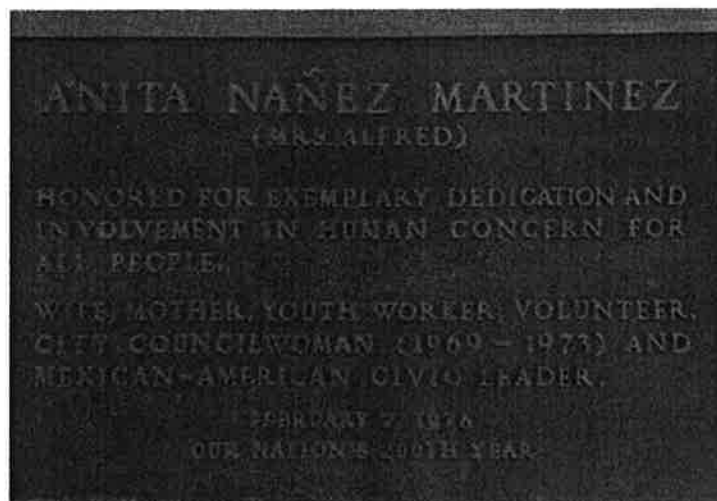
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### RESPONSIBLE DIVISION

Planning and Design

## Exhibit A

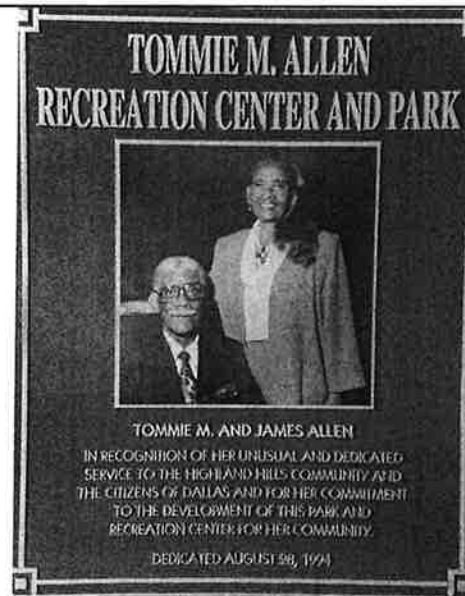
### Example of Signs Which Honor or Recognize Individuals



## PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96





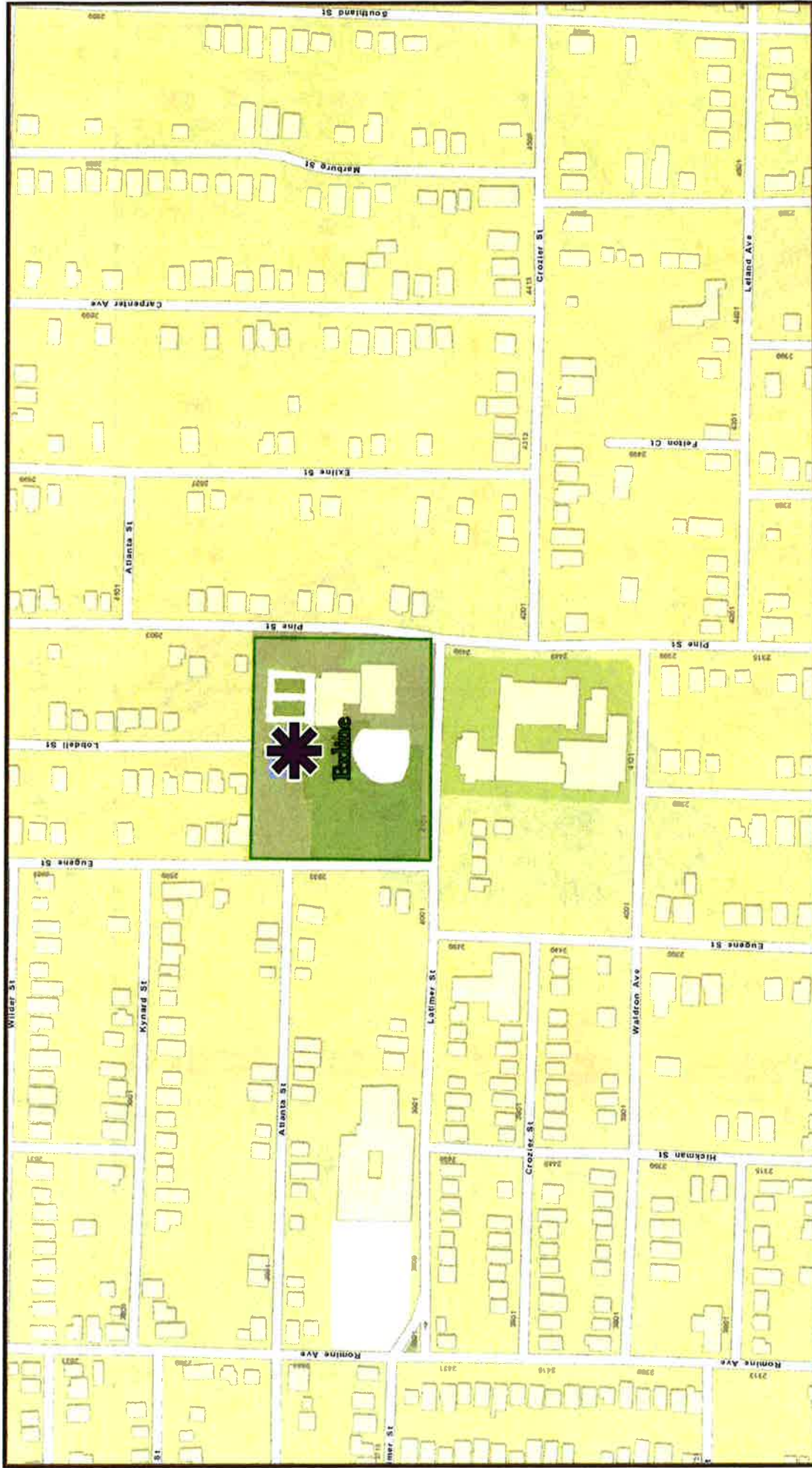
0 150 300 600 900 Feet  
 1 in = 300 ft  
 Dallas Park & Recreation



**Bahama Beach Waterpark Aquatic Center**  
 (Thurgood Marshall Park)  
*(1895 Campfire Cir)*

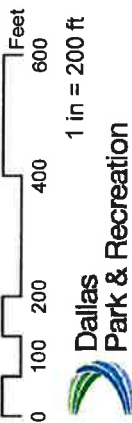
Mapsc0  
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 64 J

District  
 3



Exline Neighborhood Aquatic Center  
(2430 Eugene Street)





**Harry Stone Neighborhood Aquatic Center**  
 (2403 Millmar Drive)

**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** April 22, 2021

**COUNCIL DISTRICT(S):** All

**STAFF:** John Lawrence, (214) 670-4073

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**SUBJECT**

Authorize adoption of the 2020-21 performance appraisal and salary increase for the Park and Recreation Director - Financing: Current Funds

**BACKGROUND**

An annual review of the Park and Recreation Director's performance is due with consideration of a salary increase.

On April 22, 2021, the Park and Recreation Board will review the Director's performance and make a recommendation for approval of the official rating of the Director's performance of the past twelve months. Any merit rating that results in a salary increase will be financed from current General Funds.

**FISCAL INFORMATION**

Current Funds