

MICHAEL HINOJOSA, ED.D.  
SUPERINTENDENT OF SCHOOLS



July 14, 2020

G. 'Gus' Khankarli, PE, PMP, CLTD  
**CITY OF DALLAS**  
Assistant Director  
Department of Transportation  
1500 Marilla Street, Room LTBS  
Dallas, Texas 75201

Re: Thomas Jefferson & Edward H. Cary Campus Re-Development  
**Walnut Hill & Lenel Traffic Signal Cost Participation**

Mr. Khankarli,

Please accept this letter as acknowledgement of Dallas Independent School District's participation in the cost sharing of replacing the existing traffic signal at the intersection of Walnut Hill & Lenel in order for Sustainable Design – Paving & Drainage Department to approve the engineering plans.

It is our understanding the District's participation will be a maximum of \$175,000. If actual costs are less, the City of Dallas will issue a refund. Dallas Independent School District is in receipt of this payment invoice from the City of Dallas and is working with the City for the payment of these funds.

Please refer to the enclosed documentation for a copy of the City of Dallas receipt and a Meeting Memorandum held with the City on June 5, 2020 related to this item.

Sincerely,

A handwritten signature in blue ink, appearing to be "David Bates", with a long horizontal flourish extending to the right.

David Bates



CITY OF DALLAS

June 8, 2020

Dwayne Thompson  
Chief Financial Officer  
Dallas Independent School District  
9400 North Central Expressway  
Dallas, Texas 75231

Dear Mr. Thompson:

Below are details for City of Dallas invoice # 20200608-DISD totaling \$175,000.00.

<b>Invoice # 20200608-DISD</b>	
DISD's construction cost portion for the reconstruction of the traffic signal located at Walnut Hill Lane and Lenel Place to accommodate the redesign and upcoming re-construction of Thomas Jefferson High School Campus	\$ 175,000.00
<b>Total Request</b>	<b>\$ 175,000.00</b>

Please remit payment with reference to TRN Dept, invoice # 20200608-DISD. ACH and wiring instructions for the City of Dallas are attached. If you have any questions, please do not hesitate to reach out.

Sincerely,

Gus Khankarli, PE  
Assistant Director, Department of Transportation, City of Dallas

Enclosures: City of Dallas Incoming ACH Instruction,  
City of Dallas Incoming Wire Instruction

CC: Srinivasa Veeramallu, Department of Transportation, City of Dallas  
Michael Rogers, Department of Transportation, City of Dallas  
Amy Wood, Department of Transportation, City of Dallas

# Memorandum



Date **December 19, 2019**

TO **City Controller's Office**

SUBJECT **City of Dallas ACH Instructions**

This memo is to verify that the City of Dallas ACH instructions are as follow:

**Bank name:** Bank of America, N.A.  
**ABA number:** 111000025  
**Account number:** 004810624850  
**Account name:** City of Dallas Concentration Account

If you have questions or need additional information, please feel free to contact me at 214-670-3933.

Thank you,

*Rowena Zhang*

Rowena Zhang  
Investment Manager  
City Controller's Office  
City of Dallas  
214-670-3933

# Memorandum



CITY OF DALLAS

DATE February 14, 2020

TO **City Controller's Office**

SUBJECT **City of Dallas Wiring Instructions**

This memo is to verify that the City of Dallas wiring instructions are as follow:

**Bank name:** Bank of America, N.A.  
**ABA number:** 026009593  
**Account number:** 004810624850  
**Account name:** City of Dallas Concentration Account  
**Swift Code:** BOFAUS3N  
(For international wires)

If you have questions or need additional information, please feel free to contact me at 214-670-3933.

Thank you,

*Rowena Zhang*

Rowena Zhang  
Investment Manager  
City Controller's Office  
City of Dallas  
214-670-3933

**MEETING MEMORANDUM**

Re: **THOMAS JEFFERSON & EDWARD H. CARY** Date: June 5, 2020  
**CAMPUS RE-DEVELOPMENT**  
*Dallas, Texas* PK No.: 2415-20.005

## Attendees:

David Nevarez, P.E., PTOE – City of Dallas  
Shailaja T. Avatapalli, P.E., PTOE – City of Dallas  
Changho Yi, E.I.T., CFM – City of Dallas  
Carolina Yumet – City of Dallas  
Srinivasa Veeramallu – City of Dallas  
Ghassan Khankarli – City of Dallas  
Fernando Villarreal, P.E. – City of Dallas  
Brent A. Alfred, AIA, CCM - Dikita \\ Vanir JV  
Joseph Sweat – Dikita \\ Vanir JV  
Ola Roos, LEED®AP BD+C - VAI Architects, Inc.  
Jason J. Lehigh, P.E. – Pacheco Koch  
Steven M. Heilbrun, P.E., LEED®AP – Pacheco Koch

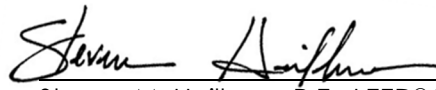
A web-based meeting was held to coordinate the signal design at Walnut Hill & Lenel Place. The following items were discussed:

1. Memorandum of Understanding (MOU)
  - a. City indicated Masterplan had previously volunteered to take the lead on drafting the agreement.
  - b. City has a few example agreements they will share with Dallas ISD.
  - c. Dallas ISD legal and procurement departments need some sort of Agreement and invoice in order to process the \$175,000 payment.
  - d. Gus will initiate letter and an invoice for Dallas ISD review. This memo will need to be approved by Council (targeting August) before the City will be able to accept payment. Brent requested receipt of letter and invoice by Tuesday 6/9/2020 for presentation to Dallas ISD. Gus requested contact name and address for person to whom this should be addressed.
  - e. The maximum contribution from Dallas ISD is set at \$175,000. If actual costs are less, city will issue refund.
2. Signal Design Schedule
  - a. City is in final stages of engineering design service procurement.
  - b. City does not anticipate any issues with having signal operational by start of school 2022.
  - c. Design complete by 1st quarter 2021.
  - d. Bid and council approval by July 2021.
  - e. Construction (approx. 6 months) completed by 1st quarter 2022. Dallas ISD requested signal be operational a few months before start of school in August 2022.

3. Signal Design Coordination

- a. Generally speaking, Dallas ISD design/construction scope will include work north of Walnut Hill curb line, and the city's signal design/construction scope will include work south of Walnut Hill curb line. Refer to enclosed exhibit. City was agreeable to leaving this scope out of the current 311T plans/contracts to avoid contractor confusion. Pacheco Koch will revise 311T plans once the city's engineering consultant is on board and the design has been properly coordinated.
- b. Gates will need to be placed to avoid site visibility triangles. Gate input into signal cabinet will be re required. For now, gates will be offset as currently shown. Srin will review layout of gate, vehicle turn-around, etc. and provide input.
- c. VAI looking at terminating island at the gates to provide enough room to turn around.
- d. Per Dikita \ Vanir, a majority of site traffic is coming from north and west.
- e. For now, cross-walks will be installed on both sides of the intersection.

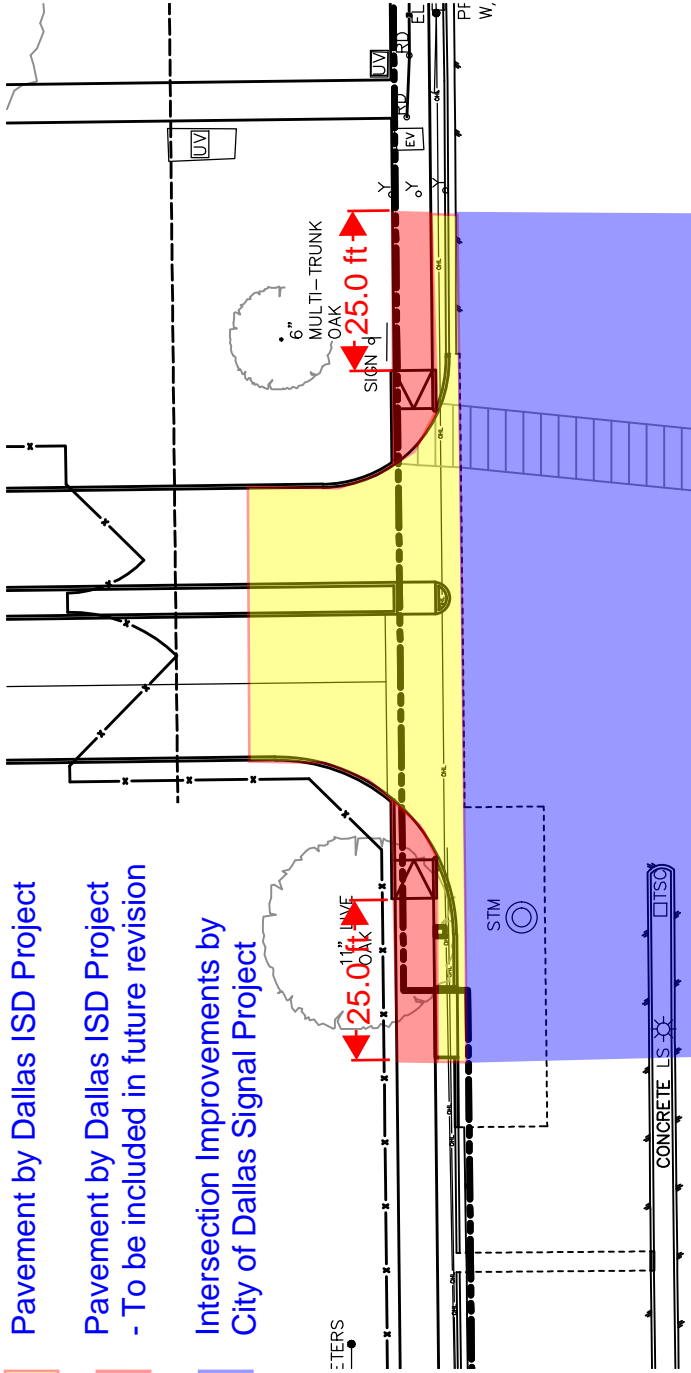
4. Refer to enclosed project schedule identifying targeted dates for signal related items.

A handwritten signature in black ink, appearing to read "Steven Heilbrun".  
June 8, 2020  
Steven M. Heilbrun, P.E., LEED®AP

cc: David Nevarez, P.E., PTOE – City of Dallas  
Shailaja T. Avatapalli, P.E., PTOE – City of Dallas  
Changho Yi, E.I.T, CFM – City of Dallas  
Carolina Yumet – City of Dallas  
Srinivasa Veeramallu – City of Dallas  
Ghassan Khankarli – City of Dallas  
Fernando Villarreal, P.E. – City of Dallas  
Victoria Chittam Bennett – City of Dallas  
Vernon U. Young, Jr. – City of Dallas  
Brent A. Alfred, AIA, CCM - Dikita \ Vanir JV  
Joseph Sweat – Dikita \ Vanir JV  
Ola Roos, LEED®AP BD+C - VAI Architects, Inc.  
Chris Mundell, AIA, CSI, CDT, LEED®AP BD+C – VAI Architects, Inc.  
Tony Jeffry – VAI Architects, Inc.  
Barton Drake, AIA, NCARB – VAI Architects, Inc.

SMH/hew  
2415-20.005\_Meeting Memo

- Pavement by Dallas ISD Project
- Pavement by Dallas ISD Project  
- To be included in future revision
- Intersection Improvements by City of Dallas Signal Project



Note: All Traffic Signal and striping improvements to be constructed as part of City of Dallas signal project

**PRELIMINARY**  
**NOT FOR CONSTRUCTION**

THIS DOCUMENT IS ISSUED FOR THE PURPOSE OF SCHEMATIC REVIEW ONLY AND IS NOT INTENDED FOR PERMITTING, BIDDING, OR CONSTRUCTION PURPOSES.

PLANS PREPARED UNDER THE DIRECT SUPERVISION OF JASON J. LEHIGH, P.E.  
 TEXAS REGISTRATION NO. 135544  
 DATE: 06/08/2020

**Pacheco Koch**  
 7557 RAMBLER ROAD, SUITE 1400  
 DALLAS, TX 75231 972.235.3031  
 TX REG. ENGINEERING FIRM F-469  
 TX REG. SURVEYING FIRM LS-1008600

**Signal Coordination Exhibit**  
 TJHS & Cary Middle School  
 Campus Re-Development  
 Dallas ISD  
 Dallas, Dallas County, Texas

DESIGN	DRAWN	DATE	SCALE	NOTES	FILE	NO.
JUL	JUL	JUNE 2020	1"=30'			<b>EX.1</b>

LOT 17  
 BLOCK J  
 THIRD INSTALLMENT  
 GLENRIDGE ESTATES  
 (VOL. 16, PG. 309)  
**LENEL PL**  
 CONC. PAVEMENT

## Thomas Jefferson / Edward Cary Campus Re-Development City Schedule

Color Code:	Red – Engineering process for site work
	Blue – Abatement/Demolition/Vertical Building Permits
	Green – Construction
	Purple – Plat
	Gold – Zoning/PD

Item#	Anticipated Date	Action Item	Actual Date	Complete
1	02/19/20	Submit Zoning/PD Application	2/19/2020	2/19/2020
2	04/13/20	Submit Paving & Drainage	3/30/2020	3/30/2020
3		Submit DWU	3/30/2020	3/30/2020
4	04/13/20	Contractor submits for abatement and demolition permits	4/30/2020	5/18/2020
5	04/24/20	Submit Preliminary Plat	4/23/2020	4/23/2020
6		Submit Abandonments	4/21/2020	4/21/2020
7	04/27/20	Contractor begins abatement and demolition activities	5/18/2020	
8	05/07/20	Zoning/PD CPC Approval	5/14/2020	5/14/2020
9	05/21/20	CPC Approval of Preliminary Plat	5/21/2020	5/21/2020
10	06/24/20	Zoning/PD Council Approval		
11	06/25/20	Building Permit Site Plan Zoning Review Process		
12	07/17/20	Receive Paving & Drainage Plan Approval		
13		Receive DWU Plan Approval		
14		Contractor begins preparing P-Contracts and 3-Ways		
15	07/23/20	Site Plan Zoning Review Process completed/approved		
15.1	07/27/20	Submit for an Early Release for Grading permit		
16	08/03/20	Submit onsite private utilities, paving, grading		
17	08/14/20	P-Contracts are fully Executed		
18		3-Ways are fully Executed		
19		Paving & Drainage and DWU signs-off on any early releases		
20		Begin scheduling Paving & Drainage Pre-Construction Meeting		
21	09/01/20	Paving & Drainage Pre-Con completed		
22		Mobilization to begin construction on Public Infrastructure / Early Grading		
23		Onsite private approved		
24	09/01/20	Private plumbing and onsite (grading) permits issued		
25	11/15/20	Submit for Building Permit		
26	12/01/20	Submit for an Early Release Approval of Permit		
27	01/02/21	Building Permit Received		
27.1	03/31/21	Traffic Signal Design Completed (COD)		
27.2	04/15/21	Revise 311T Plans for signal coordination efforts		
27.3	07/01/21	Bid and Council approval of traffic signal design (COD)		
27.4	05/01/22	Traffic Signal Construction Complete (COD)		
28	07/01/22	Contractor Substantial Completion		
29		Dallas ISD equipment/furniture move-		
30	08/01/22	Students begin classes		