

2000-3 Arapaho Road
U.S. Post Office - 1998

7/CE

Post office ~~at~~ ^{at} ~~Summerside~~
andy Anderson 380-8441

Need to contact the Address
Management System

Coppell {
Ron Hitt 972-393-6601
Address Mgt Syst / Coppell
Sarah Shattner 393-6009
6 mo ext. address OK
Randy Arnold - 393-6638
mapping -
Alberta Abrams 393-6607
Specialist - Data Base
addresses

4-22-98

Jim Pierce

From: Mary Rosenbleeth
Sent: Tuesday, August 04, 1998 12:06 PM
To: Jim Pierce; Michael Murphy; Robin Jones

Here are the change of address letters for your review and comment. Jim, this is the letter I thought we could send to Chris Hendricks. Is that ok?



Address changes.doc

Mary Rosenbleeth

11-6-98

To

Jody -

These are copies
of correspondence
I have in my file
The letters were done by
Mary -

Jim Pierce
2879

OK as noted

August 5, 1998

Dear Southwestern Bell:

We appreciate your patience as we begin the process of straightening Arapaho Road from the Dallas North Tollway to Addison Road. We hope to have this project complete, and be out of your way, no later than July, 1999.

As a result of the realignment, the section of the street your ~~hotel~~ ^{building} faces will have to be renamed to avoid confusion. In order to reduce the impact on your organization, we would like to make the address change in conjunction with the recently announced zip code change. Therefore, beginning October 3rd, your new address will be:

4901 Edwin Lewis Drive
Addison, TX 75001

The U.S. Postal Service has assured us that you have an 18-month grace period, beginning October 3rd, to update your stationary, business cards, checks, etc.

We appreciate your understanding as we work to improve the community. If you have any questions, please don't hesitate to contact Town Hall at (972) 450-7000.

Sincerely,

Ron Whitehead
City Manager

Will now face Spectrum Drive.

OK either way

August 5, 1998

Dear Addison Business:

We appreciate your patience as we begin the process of straightening Arapaho Road from the Dallas North Tollway to Addison Road. We hope to have this project complete, and be out of your way, no later than July, 1999.

As a result of the realignment, ~~the section of the street your office building currently faces will have to be renamed to avoid confusion.~~ In order to reduce the impact on your company, we would like to make the address change in conjunction with the recently announced zip code change. Therefore, beginning October 3rd, your new address will be:

15301 Spectrum Drive
Addison, TX 75001

(Carr America)

The U.S. Postal Service has assured us that you have an 18-month grace period, beginning October 3rd, to update your stationary, business cards, checks, etc.

We appreciate your understanding as we work to improve the community. If you have any questions, please don't hesitate to contact Town Hall at (972) 450-7000.

Sincerely,

Ron Whitehead
City Manager

OK

August 5, 1998

Ms. Donna Thomas
General Manager
Summerfield Suites
4900 Arapaho Road
Dallas, TX 75248

Dear Ms. Thomas:

We appreciate your patience as we begin the process of straightening Arapaho Road from the Dallas North Tollway to Addison Road. We hope to have this project complete, and be out of your way, no later than July, 1999.

As a result of the realignment, the section of the street your hotel faces will have to be renamed to avoid confusion. In order to reduce the impact on your organization, we would like to make the address change in conjunction with the recently announced zip code change. Therefore, beginning October 3rd, your new address will be:

4900 Edwin Lewis Drive
Addison, TX 75001

The U.S. Postal Service has assured us that you have an 18-month grace period, beginning October 3rd, to update your stationary, business cards, checks, etc.

We appreciate your understanding as we work to improve the community. If you have any questions, please don't hesitate to contact Town Hall at (972) 450-7000.

Sincerely,

Ron Whitehead
City Manager

August 5, 1998

Dear NationsBank:

We appreciate your patience as we begin the process of straightening Arapaho Road from the Dallas North Tollway to Addison Road. We hope to have this project complete, and be out of your way, no later than July, 1999.

As a result of the realignment, the section of the street your drive-thru bank currently faces will have to be renamed to avoid confusion. In order to reduce the impact on your company, we would like to make the address change in conjunction with the recently announced zip code change. Therefore, beginning October 3rd, your new address will be:

15300 Spectrum Drive
Addison, TX 75001

The U.S. Postal Service has assured us that you have an 18-month grace period, beginning October 3rd, to update your stationary, business cards, checks, etc.

We appreciate your understanding as we work to improve the community. If you have any questions, please don't hesitate to contact Town Hall at (972) 450-7000.

Sincerely,

Ron Whitehead
City Manager

Jim Pierce

From: Mary Rosenbleeth
Sent: Friday, August 07, 1998 2:04 PM
To: Robin Jones; Jim Pierce; Michael Murphy
Subject: Address Change

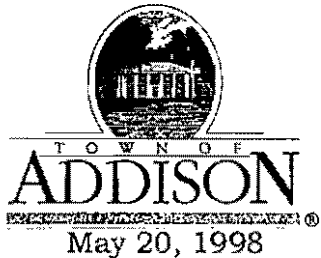
Today I am sending letters to the following folks about address changes

- Summerfield Suites
- Southwestern Bell
- NationsBank
- AATI
- CarrAmerica -- Property Manager Only

I'll send the one for Jimmy Doolittle to Robin to copy and distribute. Elaine is going to send me labels next week of all the CarrAmerica building tenants, so I'll send those then.

Please let me know if you have any questions or think of anyone else who needs to be notified. Thanks. Have a great weekend.

Mary Rosenbleeth



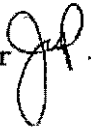
PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

(972) 450-2871

16801 Westgrove

MEMORANDUM

To: Ron Whitehead, City Manager
From: Jim Pierce, Assistant City Engineer 
Subject: New Street Addresses

The realignment and improvements to Arapaho Road require that a portion of the "old Arapaho Road" be given a new name. I have attached a map and have highlighted that part of Arapaho that needs a new name. The Post Office requires that the new street name be unique within Zip Code 75248.

Accordingly, the Arapaho Road project will require the following new street addresses:

Summerfield Suites Hotel will change from 4900 Arapaho Road to 4900 (New Street name).

SWBell building will change from 4851 Arapaho Road to a new street number on the new street name.

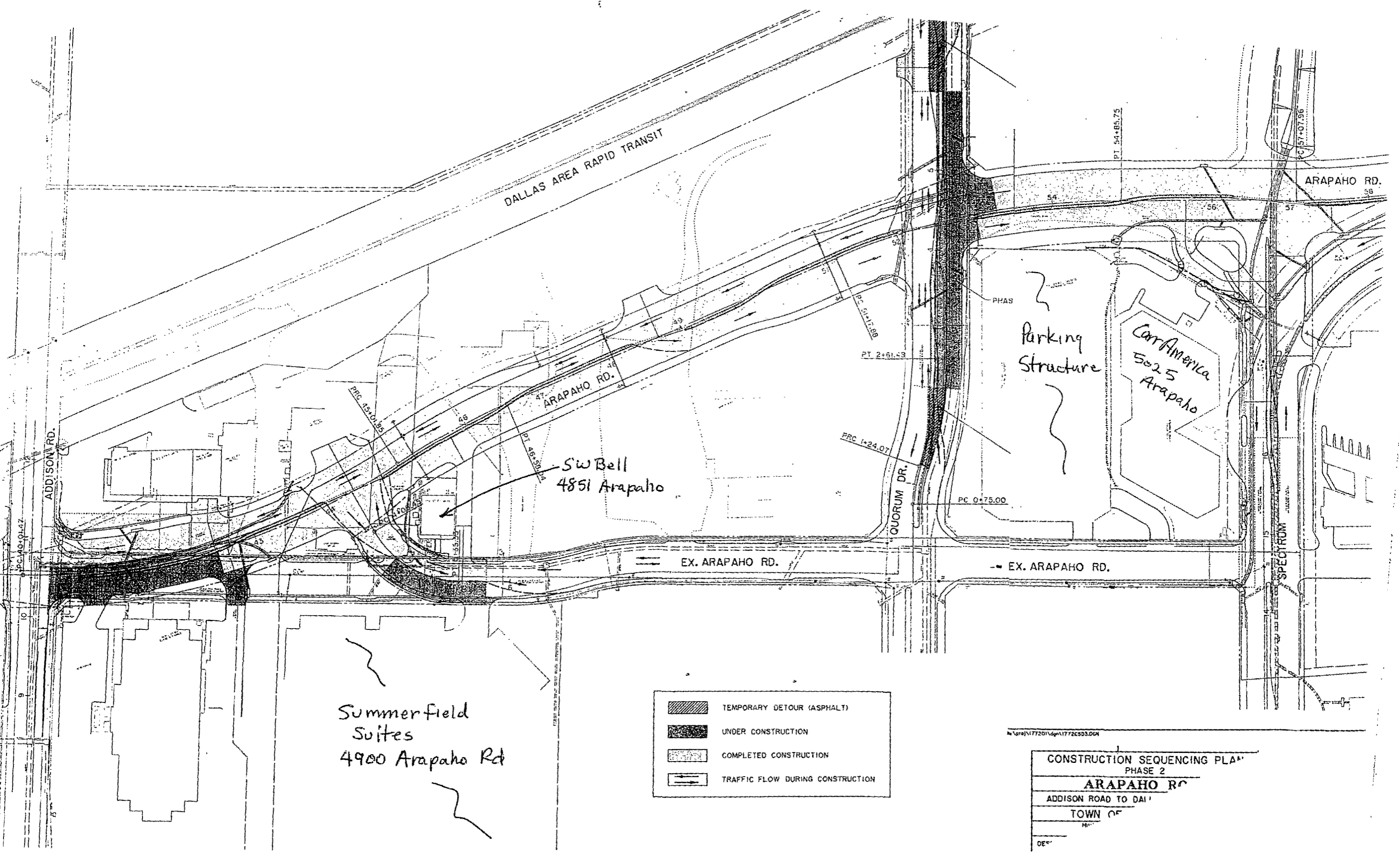
The CarrAmerica building at 5025 Arapaho Road will change to 15301 Spectrum Drive. This change of number and street name will affect all of the tenants in that building.

There are no other existing buildings affected.

I wanted to bring this to your attention as it would be good to get the new street name and numbers to the affected properties as soon as possible, so they can notify everyone, use up stationary, print new, etc.

Please let me know if I can be of further assistance.

Cc: John Baumgartner



DALLAS AREA RAPID TRANSIT

ARAPAHO RD. 58

ARAPAHO RD. 47

SW Bell
4851 Arapaho

Parking
Structure

Carr America
5025
Arapaho

ADDISON RD.

EX. ARAPAHO RD.

EX. ARAPAHO RD.

QUORUM DR.

SPECTRUM

Summerfield
Suites
4900 Arapaho Rd

	TEMPORARY DETOUR (ASPHALT)
	UNDER CONSTRUCTION
	COMPLETED CONSTRUCTION
	TRAFFIC FLOW DURING CONSTRUCTION

\\sps01\177201\dwg\17720503.DWG

CONSTRUCTION SEQUENCING PLAN
 PHASE 2
ARAPAHO RD
 ADDISON ROAD TO DALLAS AREA RAPID TRANSIT
 TOWN OF DALLAS
 DATE

Telecom w Randy Arnold, USPS

4-22-98

Platt 06 Roadway -

Block Ranges

Old Anapah #s & Rename

Street names cannot conflict
with existing street names

within the Zip code areas

Look @ maps w -

Let Prestonwood	248	← Summerfield Suites
Know new	240	
addresses -	244	
	234	

- ROWS -

Randy Arnold

USPS

951 W. Bethel Rd

Coppell TX 75099-9324

7-31-98

Mary - This is my contact @ SW Bell
He will be able to direct you to
the right person for the address change

Jim

Timothy Beidelman
Manager-
Engineering Design



Fax:
972-234-7062

Southwestern Bell Telephone
275 N. Greenville Ave.
2nd Floor
Richardson, Texas 75081
Phone 972 234-7085

7062

Meeting with Mike, Robin, Mary

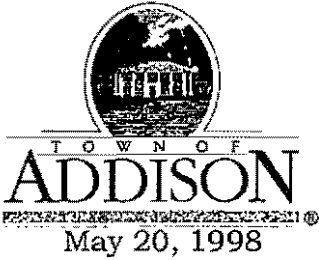
7-30-98

18 Month grace period —
on address change —

Mary will contact Sommerfield

Get Mary contact for SW Bell Building

J&P to Contact Car America



PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

(972) 450-2871

16801 Westgrove

MEMORANDUM

To: Ron Whitehead, City Manager
From: Jim Pierce, Assistant City Engineer *J.P.*
Subject: New Street Addresses

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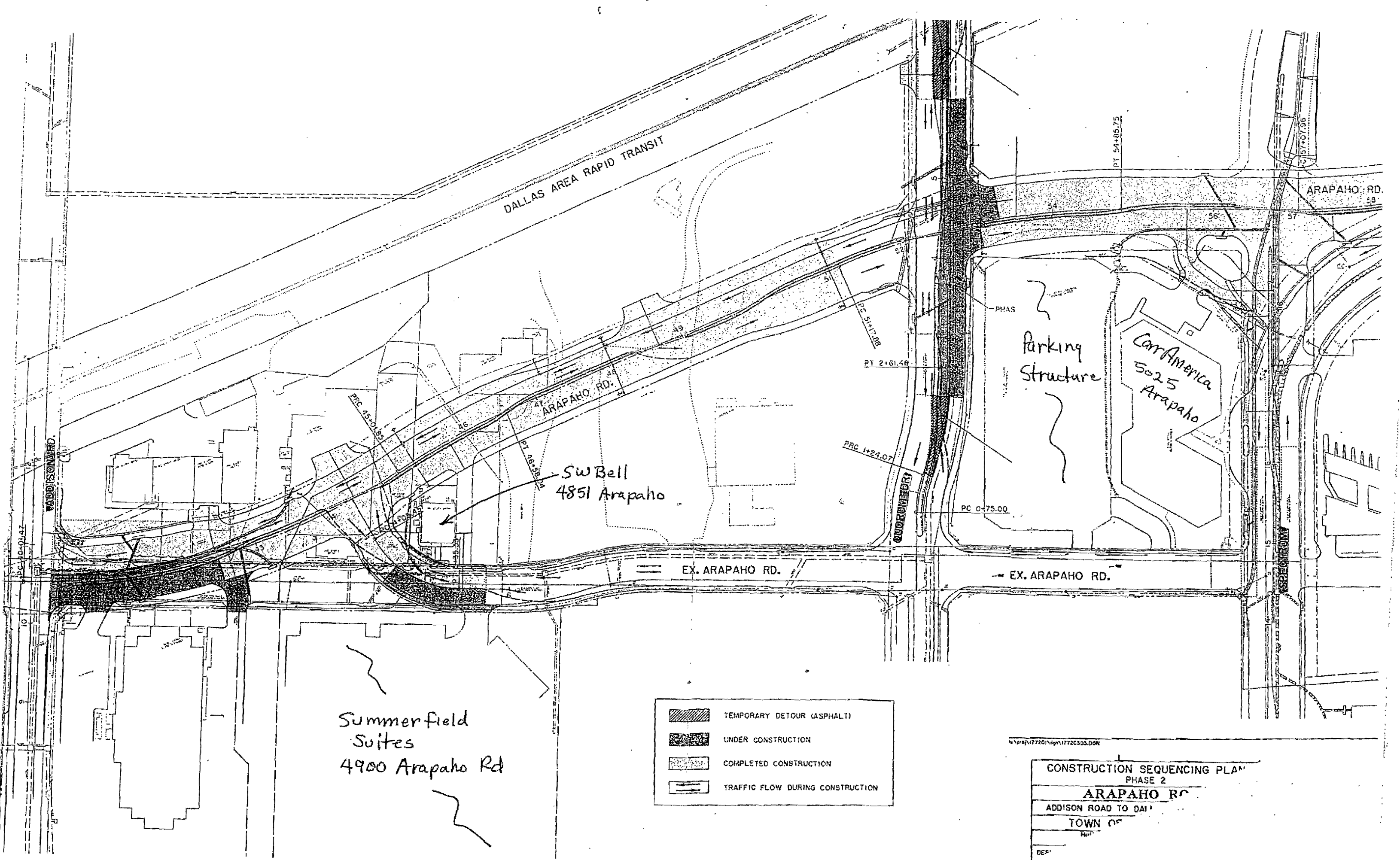
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There are no other existing buildings affected.

I wanted to bring this to your attention as it would be good to get the new street name and numbers to the affected properties as soon as possible, so they can notify everyone, use up stationary, print new, etc.

Please let me know if I can be of further assistance.

Cc: John Baumgartner



DALLAS AREA RAPID TRANSIT

ARAPAHO RD. 59'

ARAPAHO RD.

SW Bell
4851 Arapaho





Parking
Structure

Carr America
5025
Arapaho

EX. ARAPAHO RD.

EX. ARAPAHO RD.

Summerfield
Suites
4900 Arapaho Rd

-  TEMPORARY DETOUR (ASPHALT)
-  UNDER CONSTRUCTION
-  COMPLETED CONSTRUCTION
-  TRAFFIC FLOW DURING CONSTRUCTION

N:\proj\177201\dwg\17720503.DWG

CONSTRUCTION SEQUENCING PLAN
PHASE 2
ARAPAHO RD
ADDISON ROAD TO DAI
TOWN OF
DES'

Jim Pierce

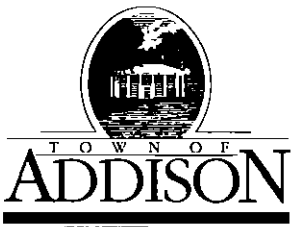
From: Mary Rosenbleeth
Sent: Friday, May 22, 1998 11:19 AM
Subject: Postal Survey Results

The results are in! The zip code change was approved in three of the four zip codes in Addison: 75234, 75244 and 75248. Zip 75240 is the only one that voted to stay "Dallas." The other three will be changing to Addison, TX 75005 sometime later this summer or early fall (October 1 at the latest). There are some operational issues that the Postal Service needs to address before any mail can be delivered with Addison, TX 75005 as its last line of address.

Please feel free to share this information with residents and business. But, also emphasize that they **should not** begin using the new last line of address until they are notified by the Town of Addison or the Post Office. *If they do, their mail will be returned.* You can direct any inquiries or complaints to me at 450-7035.

Thanks for everyone's support -- you can take your buttons off now!

Mary Rosenbleeth



LETTER OF TRANSMITTAL

Public Works / Engineering
16801 Westgrove • P.O. Box 144
Addison, Texas 75001
Telephone: (214) 450-2871 • Fax: (214) 931-6643

DATE 4-22-98 JOB NO.
ATTENTION
RE: Realignment of Arapaho Rd.

TO Randy Arnold
US Post Office
Coppell, TX

- GENTLEMAN: WE ARE SENDING YOU
[X] Attached
[] Under separate cover via
[] Shop Drawings [] Prints [] Plans [] Samples [] Specifications
[] Copy of letter [] Change order []

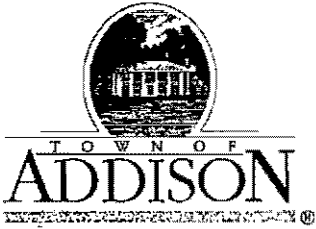
Table with 4 columns: COPIES, DATE, NO., DESCRIPTION. Row 1: 1, Alignment Map. Row 2: 1, Construction Sequencing Plans - shows more detail.

- THESE ARE TRANSMITTED as checked below:
[] For approval [] Approved as submitted [] Resubmit copies for approval
[X] For your use [] Approved as noted [] Submit copies for distribution
[X] As requested [] Returned for corrections [] Return corrected prints
[] For review and comment
[] FOR BIDS DUE 19 [] PRINTS RETURNED AFTER LOAN TO US

REMARKS Construction will start this week and be completed in about one year
4900 Arapaho will be 4900 (New Street Name)
4851 Arapaho will get a new number on (New Street Name)
5025 Arapaho will change to 15301 Spectrum Drive
Please call if you have any questions - 972-450-2879

COPY TO

SIGNED: Jim Rene



April 14, 1998

PUBLIC WORKS DEPARTMENT

Post Office Box 144 Addison, Texas 75001

(972) 450-2871

16801 Westgrove

MEMORANDUM

To: John Baumgartner, Director of Public Works
From: Jim Pierce, Assistant City Engineer *JP*
Subject: New Street Addresses

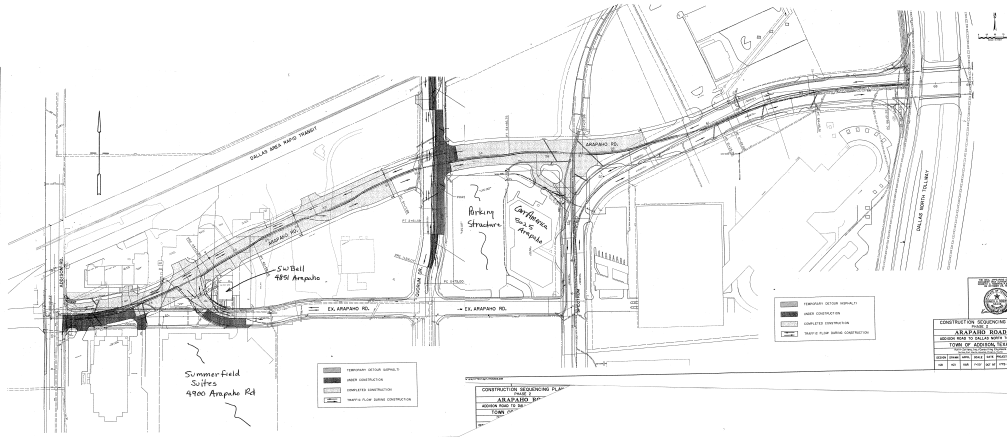
This is to advise that the Arapaho Road project will require the following new street addresses:

Summerfield Suites Hotel will change from 4900 Arapaho Road to 4900 (New Street name).

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The CarrAmerica building at 5025 Arapaho Road will change to 15301 Spectrum Drive. This change of number and street name will affect all of the tenants in that building.

Please pass this information along, as there may be some calls to Town Hall about this.



Summerfield
Suites
4900 Arapaho Rd

SW Bell
4851 Arapaho

Parking
Structure

Carflexia
5015
Arapaho

	TEMPORARY DETOUR SIGNALS
	UNDER CONSTRUCTION
	COMPLETED CONSTRUCTION
	TRAFFIC FLOW DURING CONSTRUCTION

	TEMPORARY DETOUR SIGNALS
	UNDER CONSTRUCTION
	COMPLETED CONSTRUCTION
	TRAFFIC FLOW DURING CONSTRUCTION

CONSTRUCTION SEQUENCING PLAN
 PART 2
 ARAPAHO RD
 ADDON ROAD TO DART
 TOWN OF ADDICKS, TEXAS

CONSTRUCTION SEQUENCING PLAN
 PART 2
 ARAPAHO ROAD
 ADDON ROAD TO DALLAS NORTH TOLLWAY
 TOWN OF ADDICKS, TEXAS

SECTION	DATE	APP'D.	SCALE	DATE	PROJECT NO.
108	04/11	MMR	1/8" = 1'-0"	02/07	1778-01



Post office ~~to~~ ^{at} Sommerside
andy Anderson 388-8441

Need to contact the Address
Management System

Ron Hitt 972-393-6601
Address Mgt Syst / Coppel

Coppel { Sarah Shaftner 393-6009
& no alt. address OK
Randy Arnold - 393-6638
mapping -
Alberta Abrams 393-6607
Specialist - Data Base
addresses



HOTEL ADOLPHUS
A NOBLE HOUSE HOTEL
1321 COMMERCE, DALLAS, TEXAS 75202
(214) 742-8200

4-22-98