



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145179

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DATE: 5/6/2025

**SUBJECT: CONSIDERATION OF INTERLOCAL AGREEMENT BETWEEN
TARRANT COUNTY AND THE FORT WORTH TRANSPORTATION
AUTHORITY, D/B/A TRINITY METRO FOR TRANSPORTATION
SERVICES**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider an Interlocal Agreement between Tarrant County and Fort Worth Transportation Authority, d/b/a Trinity Metro for Transportation Services.

BACKGROUND

These services provide transportation for juvenile clients who have been summoned to appear in court, report to probation, who need medical services, and for transportation to school.

The term of the contract is effective from May 6, 2025, through September 30, 2025.

Juvenile Services has approved this agreement.

FISCAL IMPACT

Expenses for last year were approximately \$15,265.00. Funding is available in account 10000-2025 General Fund/2610110000-Juvenile Services/576121 Transportation.

SUBMITTED BY	Purchasing	PREPARED BY:	Teresa Lobacz
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP

TRINITY METRO EASYRIDE

ORGANIZATION AGREEMENT (PARTICIPANT PAID)

ORGANIZATION NAME _____

ORGANIZATION PRIMARY CONTACT _____

PRIMARY CONTACT PHONE _____

PRIMARY CONTACT EMAIL ADDRESS _____

ORGANIZATION ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

AGREEMENT DATE _____

SUBMITTED BY _____

This Trinity Metro agreement is effective as of: _____

This agreement will be ongoing unless the organization or Trinity Metro decides to terminate. Should changes need to be made to the agreement, the organization may give Trinity Metro written notice of intent to change this agreement at least 10 days before the changes need to be in place.

The organization agrees to enter into this Agreement with TRINITY METRO. The person signing on behalf of the Organization warrants they:

(1) are properly authorized to execute this Agreement on behalf of the Organization and bind the Organization to its terms and conditions, (2) have read this agreement, including the TRINITY METRO terms and conditions, which are part of this Agreement, and (3) intends and agrees for the Organization to adhere to this agreement.

ORGANIZATION: _____
(PRINT OR TYPE THE FULL LEGAL NAME OF ORGANIZATION)

TRINITY METRO

BY: _____
SIGNATURE Date

BY: _____
TRINITY METRO SIGNATURE Date

PRINT NAME AND TITLE:

SUBSIDIZED BY ORGANIZATION AGREEMENT: TERMS & CONDITIONS

These terms and conditions are part of the EASYRIDE Agreement executed on the reverse by Trinity Metro and the Organization.

ELIGIBLE PARTICIPANTS: Eligible participants are all associates/staff, customers, patients, and clients of the Organization.

SERVICES: As used in this Agreement, "Services" are: (1) Trinity Metro's regularly scheduled fixed-route bus service ("Trinity Metro's Bus Service"), (2) regularly scheduled Trinity Railway Express service ("TRE"), (3) regularly scheduled Trinity Metro TEXRail service ("TEXRail"), (4) Trinity Metro On-Demand service (5) all regularly scheduled fixed-route bus, rail, on-demand, and light rail services provided by Denton County Transportation Authority (DCTA), and Dallas Area Rapid Transit (DART) ("Regional Services"). Services do not include, and annual or monthly tickets are not available for, any other services of Trinity Metro, DCTA, DART, or any of their respective contractors, including, but not limited to, Trinity Metro On-Demand Paratransit.

LOCAL TICKET: A local ticket allows an eligible participant to use (1) Trinity Metro's bus service, including "Express" routes (2) TRE between the Fort Worth T&P Station and the CentrePort/DFW Airport Station, (3) TEXRail, and (4) On-Demand. Trinity Metro's local ticket is not valid for any other services.

REGIONAL TICKET: A regional ticket allows an eligible associate to use all services, i.e., (1) Trinity Metro's bus service, including "Express" routes (2) TRE between the Fort Worth T&P Station and the CentrePort Station/DFW Airport Station, (3) TEXRail, (4) On-Demand, and (5) bus, rail, light rail, and on-demand services provided by Denton County Transportation Authority (DCTA), and DART.

PURCHASE OF TICKETS: Tickets may not be resold or used by anyone who is not an eligible participant. 31-Day and 365-Day tickets can be purchased online at www.easyridetickets.org (with an organization-specific code). All tickets are available for purchase in person at Fort Worth Central Station, 1001 Jones St., Fort Worth, TX 76102.

AVAILABLE TICKETS AND PRICING:

TICKET TYPE	REGULAR PRICE	PRICE WITH EASYRIDE DISCOUNT
LOCAL DAY TICKET	\$4.00	\$3.00
LOCAL 7-DAY TICKET	\$18.00	\$13.50
LOCAL 31-DAY TICKET	NA	\$60
REGIONAL 365-DAY TICKET	\$192	\$144
LOCAL 31-DAY TICKET	\$NA	\$600
REGIONAL 365-DAY TICKET	\$1,920	\$1,440

PHOTO I.D.: 365-day tickets (only) require a photo ID badge of the participating eligible participant. The participating eligible participant will need to go to Fort Worth Central Station, 1001 Jones St., Fort Worth, TX 76102. If the participating eligible participant paid online, they will need to bring the receipt for proof of payment. Otherwise, the participating eligible participant will need to pay when purchasing an annual ticket in person.

LOST OR STOLEN ANNUAL OR MONTHLY TICKETS: A lost or stolen 365-Day ticket will be reissued by Trinity Metro only when requested and authorized by the Organization. The required reissue fee must accompany such a request. The fee for reissuing a lost or stolen annual ticket is \$10.00. A lost or stolen monthly ticket must be repurchased. Reissue fees are non-refundable. A found annual ticket for which a replacement has been issued must be returned to Trinity Metro.

UNAUTHORIZED USE OF ANNUAL OR MONTHLY TICKETS: Trinity Metro may confiscate a 365-Day or 31-Day ticket or pursue a claim, demand, or lawsuit against, or seek prosecution of, any person who duplicates, alters, or facilitates the unauthorized use of a 365-Day or 31-Day ticket. Trinity Metro agrees not to pursue any such claim, demand, or lawsuit against the participant unless such unauthorized duplication, alteration, or use results from the intentional act, gross negligence, or willful misconduct of the participant.

TERMINATION BY TRINITY METRO: Trinity Metro may terminate this Agreement or cancel any tickets issued to its eligible associates if it has reason to believe that information provided by the organization is false or the ticket has been used by a person other than an eligible participant. Termination is effective when Trinity Metro's written notice of termination is delivered to the Organization. In the event Trinity Metro terminates this Agreement, all tickets shall be returned to Trinity Metro. Trinity Metro will refund payments previously received for 365-Day, prorated based on the number of remaining months left on 365-Day tickets. No refund will be issued for any other tickets.

TERMINATION BY ORGANIZATION: The Organization may give Trinity Metro written notice of intent to terminate this Agreement at least 10 days before the proposed termination date. No refund will be issued for termination by the Organization. Termination will be effective only upon Trinity Metro's receipt of all tickets issued to the Organization.

MISCELLANEOUS: All terms and conditions of the Agreement are outlined in this document. Any change or addition to the Agreement must be in writing and signed by Trinity Metro and the Organization. Captions or headings are for reference only and do not affect any of Trinity Metro's terms or conditions of this Agreement. Nothing in this Agreement shall be construed to limit the right of Trinity Metro to establish or modify routes or perform any other functions it is authorized by law to perform.

Initialed by **AUTHORIZED ORGANIZATION REPRESENTATIVE:** _____ Initialed by **TRINITY METRO:** _____



TARRANT COUNTY JUVENILE SERVICES POLICY

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CHAPTER: Administration	SECTION: Finance
SUBJECT: Bus Pass - Juvenile	
Statute: N/A	

DEFINITIONS:

Bus Pass - A pass in daily and monthly denominations purchased by the County from the Fort Worth Transportation Authority for the use of juvenile bus transportation.

Bus Pass Log – Electronic spreadsheet that documents all requested and received bus passes for each caseload carrying unit. This documentation is maintained by the Unit Clerical Support designee as assigned by the Unit Supervisor. The information included is as follows:

- a) Juvenile PID#
- b) Juvenile Name
- c) Identify bus pass as daily or monthly
- d) Justification for the request
- e) Date of request and date of receipt

POLICY:

If a probation officer determines that a juvenile has no reliable means of transportation to reach school, training, court, counseling or job destination, the probation officer may acquire a bus pass for the juvenile.

FORMS: N/A

RELATED LINKS: N/A

PROCEDURES	PERSON RESPONSIBLE
1. Determine the need for a juvenile ‘daily or monthly’ bus pass.	Probation Officer
2. Request approval from unit supervisor with the following in the email: <ul style="list-style-type: none"> a. Juvenile PID # b. Juvenile name c. Identify bus pass to be ‘daily’ or monthly’ d. Short justification as reason for the request <p>Note: Requests for bus passes must be submitted to the JPD Program Analyst on or before the 20th day of each month in order to meet the purchase request deadlines.</p>	



TARRANT COUNTY JUVENILE SERVICES POLICY

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PROCEDURES	PERSON RESPONSIBLE
3. Approve or deny request for juvenile bus pass and forward decision to assigned Probation Officer and Unit Clerical Support staff.	Unit Supervisor
4. If approved, document in the electronic Bus Pass Log the information provided in the Probation Officer request email.	Unit Clerical Support
5. If approved, forward email with unit supervisor approval to Program Analyst in Financial Services.	Probation Officer
6. Program Analyst will notify the Probation Officer when passes are available for pickup.	JPD Program Analyst
7. Daily passes must be signed for by the Probation Officer on a log sheet kept in the Program Analyst's office. Monthly passes are placed in an envelope with the probation officer's name on the envelope to be picked up in the Program Analyst's office.	JPD Program Analyst

Revised: hh 08/15/2018

Revised: K. Dixon 12/10/2020

Director Effective Date: 01/04/2021

Bennie Medlin
Director, Tarrant County Juvenile Services

**Juvenile Board
Approval Date: 01/20/2021**

Replaces Policy Dated: 04/25/2001

Revised/New Policy: Revised



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: CONSIDERATION OF INTERLOCAL AGREEMENT BETWEEN TARRANT COUNTY AND THE FORT WORTH TRANSPORTATION AUTHORITY, D/B/A TRINITY METRO FOR TRANSPORTATION SERVICES

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes √ No _____

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
