



April 29, 2019

Fort Bend County  
301 Jackson Street  
Richmond, TX, 77469

**RE: Grant Award & Agreement**

Dear KP George,

On behalf of the OneStar Foundation and the Michael & Susan Dell Foundation collaborative project for the Rebuild Texas Fund, it is our pleasure to inform you that a grant to Fort Bend County (“Grantee”) in the amount of \$19,800 has been approved for the project described in the Detailed Project Summary in Appendix 1.

Conditions (please initial your acceptance and agreement next to each):


- Grant funds must be used in accordance with the budget and activities included in the attached project proposal within six months of receipt.
- Grantee warrants that funds will only be used for the purposes allowed by the IRS and other government agencies relating to grants from private foundations, as more particularly described herein. Without exception, no funds will be used for lobbying purposes or to aid in the election of a public official.
- Grantee will ensure to the greatest extent possible this Rebuild Texas Fund grant is meeting unmet needs, and that all other sources of funding (insurance, FEMA, SBA, or other government funding, etc.) have been exhausted or are not reasonably available. In some instances, receipt of private funds may impact your access, or the access of those you serve, to federal reimbursement.
- Grantee will furnish to The OneStar Foundation any information concerning a change in the proposal or a change in Grantee’s tax-exempt status.
- Grantee consents to the use of Fort Bend County’s name and logo by the Rebuild Texas Fund in reporting, publications, and social media related to the grant.
- If Grantee’s exempt status changes, or if funds are not used for the purposes described in your proposal, The OneStar Foundation reserves the right to have all remaining grant funds immediately returned.
- Award of grant is conditional upon Grantee obtaining all necessary internal approvals. Disbursement will be made upon Grantee notifying Rebuild Texas Fund and OneStar Foundation of such approvals.
- Grantee will provide financial and programmatic reporting to The OneStar Foundation on a regular basis; respond to any audit requests pertaining to the grant; and provide a final report of the overall financial status and program performance of the grant project within thirty (30) days of the funds being expended, or at the end of the grant term of six months, whichever comes first.
- To the extent permitted by the Constitution, applicable federal laws, and laws of the State of Texas, and without waiving its sovereign immunity, Grantee agrees to indemnify and hold harmless The OneStar Foundation and its officers, directors, employees, subsidiaries, affiliates and agents (the “OneStar Parties”) with respect to any and all judgments, damages, expenses, obligations, losses, liens, or other

liabilities asserted against the OneStar Parties with respect to any claims or causes of action resulting from or related to any acts or omissions by Grantee. Grantee shall pay all expenses, including legal fees and costs, to respond to or defend any such claim or cause of action, whether brought in a court of law, in mediation, in arbitration, or otherwise. The OneStar Parties shall provide written notice of any claim or action to Grantee and shall cooperate with Grantee in the defense of such claim or action, provided that the OneStar Parties shall be entitled to select legal counsel to represent them in the claim or action and that Grantee shall not enter into a settlement on behalf of the OneStar Parties without the OneStar Parties' prior written consent.

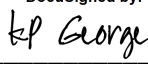
Upon receipt of this executed agreement, the noted grant funds will be processed and sent to you.

Thank you for your good work on behalf of those devastated by Hurricane Harvey!

Sincerely,

DocuSigned by:  
  
723E58C3E35A414...  
Chris Bugbee, Chief Operating Officer  
OneStar Foundation

ACCEPTED BY:

DocuSigned by:  
  
E546587DD2BD433...  
KP George, County Judge  
Fort Bend County

5/1/2019

DATE

## Appendix 1 – Detailed Project Summary

Fort Bend County Health & Human Services Department (FBCHHS)		Region 3
<b>Project Summary</b>	Fort Bend Health & Human Services Department will use funding from the Rebuild Texas Fund to purchase and install a transfer switch at the Bud O'Shieles Community Center.	
<b>RTF Award</b>	\$19,800	
<b>Need / Problem</b>	<ul style="list-style-type: none"> <li>• FBCHHS has identified the Bud O'Shieles Community Center as the primary location to conduct medical sheltering operations during an emergency.</li> <li>• The community center is also the county headquarters for the local Meals on Wheels program. After a disaster, the center will be able to prepare and distribute meals to those in need.</li> <li>• The building however, has no means of back up power to operate when the electrical grid has been compromised.</li> </ul>	
<b>Project / Use of funds</b>	<ul style="list-style-type: none"> <li>• Fort Bend County will purchase and install a transfer switch in order to connect an existing trailer-mounted generator to the building to provide emergency power.</li> </ul>	
<b>Other details</b>	<ul style="list-style-type: none"> <li>• Fort Bend County Facilities and Maintenance Department will be responsible for maintaining the building modification.</li> <li>• Fort Bend County already owns the generator that will be installed at the facility.</li> <li>• No administrative or overhead fees will be charged to the project.</li> </ul>	
<b>Project timeline</b>	<ul style="list-style-type: none"> <li>• May 2019: Submit grant to Commissioners Court for approval</li> <li>• June 2019: Submit purchase order</li> <li>• July 2019: Complete purchase order and award contract to vendor</li> <li>• August 2019: Determine project benchmarks with contractor and Initiate building modifications</li> <li>• September 2019: Conduct appropriate inspections and monitor benchmarks to ensure project remains on track</li> <li>• October 2019: Conduct tests of electrical system</li> <li>• November 2019: Conduct final inspections and close out project</li> </ul>	
<b>Additional documents</b>	<ul style="list-style-type: none"> <li>• <a href="#">Project Quote</a></li> </ul>	
<b>Reporting Requirements</b>	<p>Grantee will report on the following at the end of the 6-month project:</p> <ul style="list-style-type: none"> <li>• Documented use of funds</li> <li>• Number of individuals served</li> <li>• Number of counties served</li> <li>• Potential population served</li> <li>• Project highlights</li> <li>• Lessons learned</li> </ul>	

## Appendix 2 – Grantee’s Proposal Submission

### Project Contact

David Olinger

### Project Contact Email

david.olinger@fortbendcountytexas.gov

### Organization Name

Fort Bend County: Health & Human Services department

### Organization Type

Government entity

### Geographic Impact

Region 3: Matagorda, Brazoria, Galveston, Wharton, Fort Bend, Colorado, Austin, Fayette, Bastrop, Lee

### Project Type

Building modifications

### Other Details

0

**Have you already received, or in the process of receiving, FEMA or other federal / state funding for this project?**

No

**Will your project serve mostly low-income residents (defined as less than 80% of area median income)?**

Yes

### Estimated Project Cost

30000

**If your project cost exceeds \$100,000, do you have other funding sources already in place for your project?**

No

### **Executive Summary**

A major responsibility of Fort Bend County Health & Human Services (FBCHHS) in response to disasters is to establish a medical shelter to help support the disabled community and those with medical needs. A critical component of this effort is to be to provide power when electricity grids have failed. This project seeks to provide back up power to an existing facility to ensure that life saving medical equipment can remain operational for residents in need.

### **Need / Problem Statement**

Fort Bend County HHS has identified the Bud O'Shieles Community Center as the primary location to conduct medical sheltering operations during an emergency, serving our most vulnerable residents. The building however, has no means of back up power to operate when the electrical grid has been compromised. Without back up power, neither the county nor the medical needs residents will be able to operate needed medical equipment.

### **Project Description**

Fort Bend County HHS is requesting \$30,000 to outfit the Fort Bend County Bud O'Shieles Community Center, located at 1330 Band Rd., Rosenberg, TX 77471, with a transfer switch in order to connect an existing trailer-mounted generator to the building to provide emergency power. This community center is utilized to provide a medical shelter to residents with medical and functional needs during times of disaster. The use of this community center has been very beneficial during past incidents and Fort Bend County would like to have the ability to continue to utilize it in the event of a power outage.

This project will support our most vulnerable and fragile populations during disasters as well as during everyday operations. The Bud O'Shieles Community Center serves as the headquarters for the Meals on Wheels program supporting the elderly in the community. The ability to provide back up power to this facility during routine power outages will allow our seniors to continue to congregate, meals to be prepared and served. This project can be initiated and completed within the establish time frames of the grant.

### **Project Approvals**

Once notification that Rebuild Texas grant funds will be awarded, FBCHHS must submit a agenda item to Commissioner's Court to accept the funds. This process takes between 2-3 weeks.

### Timeline for Project Implementation

*Assuming that RTF funding is awarded and disbursed by early May 2019, please indicate the next steps that you will undertake, including estimated timing of project approvals.*

Month	Activity
May 2019	Submit grant to commissioner's court for acceptance - 1-3 weeks depending on date notification is received from rtf.
June 2019	Within 3-days of grant acceptance, Notify both the county purchasing department and facilities management of the project acceptance. Submit requisition to Purchasing department .
July 2019	By the end of July, complete the purchasing process and award contract to vendor.
August 2019	By the end of August, determine project benchmarks with contractor and Initiate building modifications.
September 2019	Conduct appropriate inspections and monitor benchmarks to ensure project remains on track.
October 2019	by mid october, conduct appropriate tests of the electrical system modifications. complete any corrections by end of october is necessary.
November 2019	By mid november, Conduct final inspections and close out the project.

## Project Costs

Project Cost: **19800**

### Detailed Project Cost Breakdown

Please see the attached quote to support cost of the project. No administrative or overhead costs will be charged by the county to complete this project.

### Quotes

- [https://s3.amazonaws.com/files.formstack.com/uploads/3368242/74789797/485558668/74789797\\_quote\\_-\\_fbc\\_bud\\_oshieles\\_mts\\_generator.pdf](https://s3.amazonaws.com/files.formstack.com/uploads/3368242/74789797/485558668/74789797_quote_-_fbc_bud_oshieles_mts_generator.pdf)

### Questions: Building modifications requests only

**1. Please explain your choice of building modification. Why does the building require this in order to become more hurricane resistant?**

The Bud O'Shieles facility is an important part of the County Mass Care plan to support sheltering operations in an emergency. Specifically, the building has been determined to be a shelter to support medical needs residents, residents who require medical equipment. One shortcoming of this facility is the lack of back-up power to support medical equipment in times of power failure. The proposed building modification will allow Fort Bend County to quickly attach an existing generator to the building, providing the needed power to operate medical equipment when large scale power outages occur.

**2. Who will be responsible for procuring and installing the modification?**

Fort Bend County Health & Human Services will work with the county Purchasing, and Facilities and Maintenance Departments to procure a licensed contractor to complete the modification. The modification may be completed by Bass Construction or other appropriate contractor as determined through the purchasing process.

**3. Who will be primarily responsible for maintaining the building and/or the modification?**

Fort Bend County Facilities and Maintenance department will be responsible for maintaining the building modification.

**4. How will you ensure safety and security of the modification?**

The proposed modification will be installed using a licensed electrician with experience in completing such projects. Fort Bend County Facilities and Maintenance will oversee the modifications to ensure compliance with all safety codes and audit the project to ensure the appropriate safety inspections during the installation process. Similar to a circuit breaker electrical box on the outside of a building, the transfer switch will be maintained in a secure lock box.

**5. How do you plan on covering any ongoing maintenance or operating costs for this space?**

Completed correctly, there will be no ongoing expenses for this type of building modification.

**6. What permits / licenses do you need to procure in order to undertake the building modification?**

Fort Bend County Facilities and Maintenance will ensure that all requirements necessary to complete this modification are in place by requiring the selected contractor to be a licensed electrician, pull the appropriate electrical permits prior to installing the transfer switch, and coordinate the required safety inspections.

**7. Have you, or anyone else on your team, ever sourced, managed or operated this type of building modification before? Please elaborate.**

Yes, Fort Bend County has been involved in the completion of several building modifications to install generator transfer switches in past years. Additionally, the county Facilities and Maintenance department oversees more complex projects involving the construction of new buildings, the remodeling of existing structures, and the demolition of old buildings. The Facilities and Maintenance department will conduct a final audit and inspection of the project to ensure all phases of the project were conducted correctly before signing off on project completion