

**A RESOLUTION DECLARING INTENTION TO ADVANCE FUNDING  
AND REIMBURSE EXPENDITURES RELATED TO CONDUCTING  
COUNTY-WIDE FACILITIES ASSESSMENTS, REPORTS, AND  
RECOMMENDATIONS**

WHEREAS, the Fort Bend County Commissioners Court (the "Court") is preparing to consider, and Fort Bend County (the "County") is proposing to conduct county-wide facilities assessments, reports and recommendations (the "Assessments");

WHEREAS, the County anticipates permanent funding to finance a portion of the capital cost of the Assessments through the issuance of County bonds, notes or other obligations (collectively, the "Bonds") after the date hereof, currently expected to have a minimum aggregate principal amount of approximately \$675,000.00, of which not more than \$675,000.00 is expected to be used for the Assessments and cost of issuance;

WHEREAS, no funds of the County are, or are reasonably expected to be, allocated, reserved, or otherwise set aside in the County's budget on a long-term basis to pay the cost of the Assessments;

WHEREAS, the Bonds will be payable from taxes levied, assessed and collected by the County;

WHEREAS, the County anticipates that after the date hereof and prior to the issuance of the Bonds, it will be obligated to pay certain costs constituting expenditures properly chargeable to a capital account (under general federal income tax principles) in connection with the Assessments in the aggregate amount of not more than \$675,000.00 (herein, the "Expenditures");

WHEREAS, the money to be used to pay the Expenditures set forth in this Resolution is in the General Fund (herein, the "Fund"), the general purpose and function of which is used to pay operating and maintenance expenditures of the County and such money is not appropriated for any other purpose;

WHEREAS, the County reasonably expects that it will be reimbursed for the Expenditures with proceeds of the Bonds; and

WHEREAS, after the issuance of the Bonds, County will: (1) evidence each allocation of proceeds of the Bonds to the reimbursement of the Expenditures with an entry in its books and records maintained with respect to the Bonds, and (2) identify in such entry the actual prior Expenditures being reimbursed or the fund from which the Expenditures were made.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS COURT OF FORT BEND COUNTY, TEXAS THAT:

Section 1. The Court hereby adopts the findings set out in the preamble hereof and declares its intent within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended, to issue Bonds to pay the cost of the Assessments, of which a maximum amount of \$675,000.00 is expected to be used to reimburse the County for capital expenditures paid in connection with the Assessments prior to the issuance of the Bonds.

Section 2. The County will maintain this Resolution at the office of the County at 301 Jackson Street, Richmond, Texas 77469 and make it continuously available for inspection by the general public during normal business hours on business days beginning within thirty (30) days after the date of this Resolution.

PASSED AND APPROVED this 11-23-21, 2021.



County Judge KP George

KP George, County Judge  
Fort Bend County, Texas



Laura Richard, County Clerk



October 29, 2021

Mr. James Knight  
Director of Facilities  
Fort Bend County  
301 Jackson Street, Suite 301  
Richmond, TX 77469

Re: Proposal for County-wide Facilities Assessments, Reports, and Recommendations

Dear Mr. Knight,

Per our meeting on Monday, September 20<sup>th</sup>, the VANIR | AUTOARCH team is pleased to present our proposal to provide Facility Assessments, Reports, and Recommendations for the facilities indicated by the County, to assist the County in preparing for the upcoming capital improvement bond.

### **SCOPE OF WORK**

Vanir | AUTOARCH will perform a Facility Condition Assessment of 106 county facilities totaling approximately 2.7 million square feet. These facilities are in 78 different locations in the county. The condition of the facilities and systems at each location will be evaluated and entered into our database. We will prioritize the deficiencies according to the County's priorities and develop cost estimates to address them in the recommended time frame. We will utilize a database (MOCAPlan) that can be updated to track progress in addressing the facility's needs. After this assessment, the County will have a snapshot of existing conditions, what is needed to maintain or upgrade the facilities, and that can be expanded to include other county facilities as desired.

### **OUR APPROACH**

To perform the onsite assessments, we have assembled a team of local subject matter experts, including civil, mechanical, and electrical engineers and architects, and other building professionals. We will utilize two teams and will conduct the on-site assessments over 12 weeks. We will coordinate all site visits with your office and the building occupants to avoid interfering in their work environment. This effort will require 3,100 person-hours to complete.

The Facility Condition Assessment (FCA) will include but is not limited to:

- Review and compile existing information on County facilities
- Conduct site visits to photograph, examine and document specific conditions and deficiencies of facility systems and components
- Prioritize identified deficiencies in order of importance
- Develop cost estimates for maintenance and repair
- Compare costs of repair to costs of facility replacement
- Deliver draft, final report, and an electronic database that the county may update the FCA.
- Provide a comprehensive narrative discussing FBC growth and space deficiencies the County will face within the five years. The County will provide the VANIR | AUTOARCH JV with resource information, including previous survey information, available construction/record documents, and any other available resource documents. County staff will also provide access to buildings that will be assessed.

**TIME FRAME**

We anticipate the Facility Condition Assessment process will take approximately four months from start to finish. Our proposal assumes we can be completed within this time.

**FEE**

The Lump Sum Fee Proposal for Facility Condition Assessment for all county facilities shall be \$672,758.00 (six hundred seventy-two thousand, seven hundred and fifty-eight dollars)

The buildings to be assessed are included in Attachment A.

Note: All expenses for the Assessment are included, and there are no reimbursable expenses.

**DELIVERABLE**

The final scope of services and deliverables shall be refined in the kick-off phase of the assessment process.

At the completion of the FCA, the County will have:

- an objective and technical analysis of the physical condition of County facilities
- the associated costs to correct the building deficiencies and improvements
- identified buildings that warrant replacement
- a prioritized strategy for improving and upgrading buildings
- an on-going monitoring program to track facility conditions, work performed, and record information in an appropriate database a one-page narrative that uses the last five years of growth and employment at the County to project ahead the next five years of facility requirements

**ADDITIONAL SERVICES OFFERED BY THE VANIR | AUTOARCH TEAM**

1. Healthy Built-Environment Analysis with an assessment of the existing mechanical system and indoor air quality.
2. Strategic Planning to Improve Facility Utilization and Performance by optimizing program and space requirements based on facility conditions, growth projections, test fits, space programming and planning, and real estate optimization.
3. Electronic Security Assessment, assessing where select County facilities stand today, developing a vision of where they need to be, and providing a gap analysis.

Please call for any questions you may have.

Respectfully,



Kamal Aries

Project Executive