

Proposal To:

City of Fort Lauderdale, Florida

For:

**Facilities Condition Assessment
RFP # 545-11286**

Submit Date: October 3, 2013

How do you manage
your facility conditions?

VFA



Michael Crosson
Senior Business Director

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Boston, MA 02210
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mcrosson@vfa.com

EXHIBIT 6
14-0033

Page 1 of 50

Confidentiality

The data contained herein is confidential and proprietary to VFA, Inc. (VFA) and shall not be disclosed, duplicated or used in whole or in part for any purpose other than to evaluate the proposal, provided that if a contract is offered to VFA, as a result of or in connection with, the submission of this data, the customer shall have the right to duplicate, use, or disclose data to the extent provided in the contract. Reproduction and/or distribution of this proposal or any portion thereof to any third party outside of the customer is prohibited unless prior written authorization is provided by VFA.

Validity

The information contained in this proposal is valid for a period of one-hundred twenty (120) days from the proposal/submittal response due date unless otherwise specified in this response or the client's RFP.

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1. Bid/Proposal Signature Page

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

Submitted by:  10/2/13
(signature) (date)
Name (printed) James Summers Title: CFO
Company: (Legal Registration) VFA Inc.

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/>).

Address: 266 Summer Street
City Boston State: MA Zip 02210
Telephone No. 617-451-5100 FAX No. 617-772-8211 Email: info@vfa.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): 60 Days
Payment Terms (section 1.04): Net 30 days Total Bid Discount (section 1.05): N/A
Does your firm qualify for MBE or WBE status (section 1.09): MBE WBE No

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No. 1 Date Issued 9/30/13

P-CARDS: Will your firm accept the City's Credit Card as payment for goods/services?

YES NO

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS.** If this section does not apply to your bid, simply mark N/A in the section below.

Variances:

revised 6-16-11

Addendum 1



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

ADDENDUM NO. 1

RFP 545-11286
Facility Condition Assessment

ISSUED September 25, 2013

This addendum is being issued for clarification purposes in response to questions posed at the pre-proposal meeting.

1. Q. What is the desired timeline to complete the project?
A. The time line referred to in Section 03. Reports, shall be used as a basis for preparing the proposal. The consultant may propose an alternate timeline for consideration as part of their proposal.
2. Q. Is Contractor to provide the software program and will it be included in the evaluation?
A. Yes, Contractor shall provide software program.
Part V – Proposal Evaluation Criteria, Qualifications shall now read,
"Proposing firm shall provide qualifications of persons to provide the services, facilities, resources, software and references.
3. Q. Is staff required to have licenses or accreditations in Florida?
A. The staff is not required to be licensed in Florida, but the firm shall be licensed to do business in Florida and the project manager or principal of the firm signing the final report shall be licensed in Florida.
4. Q. What are the parameters of the properties?
A. From the building out to the property line.
For Parks buildings: the assessment shall consider drainage systems directly related to maintaining the building.
For Airport buildings: There is a property/fence line for these facilities that shall be utilized.
For Five Ash: Utility facilities do not include treatment/processing equipment.
For Snyder Park: Ticket booth has been eliminated from the study. Please refer to revised building list. **11th Avenue Bridge Guardhouse and Executive Airport Admin Building have been added.**
5. Q. Will vendors have access to properties that require special access permission?
A. Yes, for access you may contact Scott Sundermeier at 954-828-5262.
6. Q. Is ADA accessibility included?
A. No



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7. Q. Can the building list be provided in an excel file.
A. The REVISED building list has been provided in an excel file. Disregard the original building list and use the REVISED building list.

All other terms, conditions, and specifications remain unchanged.

AnnDebra Diaz, CPPB
Procurement Services Division

Company Name: VFA inc

(please print)

Bidder's Signature: 

Date: 10/2/13

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2. Non-Collusion Statement

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

| <u>NAME</u> | <u>RELATIONSHIPS</u> |
|-------------|----------------------|
| _____ | _____ |
| _____ | _____ |
| | _____ |
| | _____ |

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

This form is not applicable to VFA Inc.

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3. Cost Proposal Form

Include Total Cost Breakdown

PART VII - PROPOSAL PAGES – COST PROPOSAL

Proposer Name VFA Inc.

Proposer agrees to supply the products and services at the price bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor must quote firm, fixed, cost for all services identified in this request for proposal. This firm fixed cost includes any costs for travel to the City. No other costs will be accepted.

Failure to use the City's COST PROPOSAL Page and provide costs as requested in this RFP, may deem your proposal non-responsive.

TOTAL LUMP SUM COST \$ \$202,849

Attach as a separate page, a total cost breakdown of the lump sum cost.

Cost Proposal Breakdown

| Product/Service | Description | Fee |
|---|---|--------------------------|
| Facility Condition Assessment Buildings | Facilities Condition Assessment per Scope of Work (SOW) for 1,778,375 square feet of buildings. | \$150,517 (\$0.85 sf) |
| Facility Condition Assessment Site FCA to property line | Facilities Condition Assessment per Scope of Work (SOW) | \$15,527 |
| Preventative Maintenance Plan | Preventative Maintenance Plan per Scope of Work (SOW) | \$6,905 |
| Software | Includes: <ul style="list-style-type: none"> ● Square Foot Subscription – Hosted SaaS ● Unlimited users ● Software Implementation ● Annual RS Means Updates ● Software Maintenance and Upgrades ● Help Desk Support | \$23,250 |
| Software Training | VFA.facility VFA 101/201 Classes – Client Site <ul style="list-style-type: none"> ● 2-day class <ul style="list-style-type: none"> ○ Module 1-Asset Data management ○ Module 2-Capital Planning & Budgeting ● Maximum 10 students per class Price is per class | \$6,650 |
| TOTAL | | \$202,849 |

Notes:

- The above prices include reasonable and customary expenses.
- Price is lump sum for all buildings listed.
- VFA reserves the right to seek a change order for any increase in project scope should the quantity of buildings or square foot area for the buildings increase.
- Software Subscription Fee is annually recurring.

4. Letter of Interest

The letter of interest may contain any other information not in the proposal but should not exceed two (2) pages.

For your consideration, VFA is pleased to submit our response to The City of Ft. Lauderdale RFP 545-11286 for Facility Condition Assessment services. We are most interested in providing a comprehensive solution that best meets your needs on this important undertaking. We are confident we will meet and exceed all the requirements stated in the RFP. We feel the city will find our qualifications to provide FCA services, the depth and quality of our resources, our industry leading software and our many great references – to be second to none in the industry.

Company

VFA has a solid reputation in the industry for delivering on time and on budget – even when challenged with the most demanding schedules. We have the resources and experience to easily complete your project providing ample time for city departments to start their budget preparation process early next year. Our entire company is dedicated to helping our customers to:

- Avoid facility emergencies!
- Get more funding!
- Spend budgets wisely!
- Get recognized for FM excellence!

We successfully deliver hundreds of FCA projects every year and have done so for 15 years. As the provider for both software and assessment services, we are able to bring a **synergy between services and technology** resulting in the highest valued outcome for our clients and high quality data with a rigorous quality assurance process on each project.

Many of our clients are municipalities. And VFA has specific experience in Florida and are familiar with your local codes and construction costs. Florida clients include: City of Miami Beach, Florida International University, and Hillsborough County.

Software

- A key differentiator for VFA is our **best-in-class capital planning software**, VFA.facility. Your team of VFA assessors will use our proven software tool as the central repository of your facility requirements data. The tool is tightly integrated with RS Means labor and material cost data and will be used to craft your remedial cost estimates, as well as to analyze your assessment data and produce your project reports. Because VFA.facility utilizes recognized industry standards such as RS Means cost data and UNIFORMAT II building categorization, your project data will be accurate and defensible.
- While our competitors have made only minor investments in developing software solutions, **VFA has been developing VFA.facility with the input of hundreds of your peers for over 10 years**. We understand that great facility data is extremely important. It is also extremely important to have the best analyses, reports, decision-making tools, and presentation functionality to turn great data into great decisions and results. The results you can drive utilizing VFA.facility are:
 - **Determine the impact of different levels of funding** - Scenario analysis tools let you project long-term costs and graphically explore the impact of different funding levels. Evaluate strategies for maintaining a targeted facility condition level, varying spending, timing and project content to see the effect on facility condition and cost of capital over time.
 - **Prioritize Capital Needs** - Create multi-year budgets based on organization-wide priorities and strategies. All capital requirements are rank-ordered according to the prioritization strategies you develop, allowing you to identify the most important capital needs. Create multiple ranking strategies for different types of assets, and compare various budget scenarios to see the impact of different investment levels.
 - **Dashboards and Reports** - provide easy access to key indicators. Dashboards provide a graphic view of the state of your portfolio - use the dashboards provided or make your own from any available report in the VFA.facility Report Center. Dashboards can even include data from other applications, such as work order management systems.

As part of your software evaluation, we strongly suggest urge you to ask the companies you are considering the following key questions. By doing so, you will ensure you are investing in the best possible and complete software solution for the City of Ft. Lauderdale and its citizens – today and in the long run.

- Is the software proven? (Avoid being a pioneer. That can be fatal.)
 - How many customers are using the software today?

- How many buildings / square feet is the software helping to manage today?
- Is the software fully documented i.e. is there a complete and professional user guide? (Ask to see one)
- Do you have a dedicated and professional in-house software development team lead by a senior executive e.g. CTO or VP Software Development? (This will help provide evidence on the focus and strategic importance of vendors relative to being a software solution provider.)
- Do you provide support via a professional Customer Support Help Desk? Is support available both via phone and online? Who exactly do I call when I have issues or questions? What are the hours they are available?
- Do you have a User Group and how often do they meet?
- What is your current software version? (You DON'T want to be the first kid on the block using a new product. There's leading edge and then there is "bleeding edge"!)
- How often do you release new versions / updates to the software?
- Do you have formal training programs? How many customers have you trained? Is there quality, documented training material? Is training provided at the customer site? Can it be delivered online or via WebEx? Do you have a professional training classroom environment at the vendor site you can go to? Do you have dedicated training personnel?

Services

- VFA's solutions are based upon industry leading experience gained from performing assessments on more than **4 billion square feet** of facility space across **500 organizations**. This rich experience and deep domain expertise uniquely enables VFA to propose a solution that will meet the City of Ft. Lauderdale's capital planning requirements and exceed its expectations.
- VFA has a large assessment team with over **120 on-staff mechanical and electrical engineers and architects that average over 15 years of experience**. We are ready to get the job done successfully for the City of Ft. Lauderdale.
- Over time, VFA has become a trusted advisor to our clients due to our deep and comprehensive experience in condition assessments and facilities capital planning. Our clients trust us as advisors because **47% of our employees have been here for more than 5 years and of the original group of employees, half is still here 15 years later**.
- Our assessment approach is unique largely due to the fact that VFA's engineering department **does no remedial or design work which makes our assessment 100% unbiased and 3rd party independent**.
- VFA is unique in its ability to offer/support a range of assessment methods (LCA, FCA, self-assessment) which provide our clients flexibility in the approach and cost for the initial facility assessment.

What VFA customers say

Here are quotes from two of our municipal clients:

City of Waterloo

"The single most valuable result of implementing VFA facility is that the Asset Management Group can accurately report on value of the City's building stock, predict what will happen to the assets, and provide defensible data for capital funding."

City of Calgary

"VFA pointed out needs we weren't aware we had:

- Long term planning
- Comprehensive reporting
- Scenario planning
- Required budgets/funding
- FCI (our new super tool!) as reflection of actual condition of buildings
- Prioritization/long-term strategic operational planning"

In summary, VFA will deliver for the City of Ft. Lauderdale - period. We would be proud and privileged to be selected as your vendor of choice and look forward to a long and mutually beneficial business relationship. Thank you.

5. Statement of Proposed Services

Proposals should respond to scope of work. They should be no longer than (12) pages (single sided), and be comprised of three general components:

(a) an assessment of capability and approach to perform the scope of service;

Approach to the Scope of Work

Assessment Methodology

The VFA team will assess the condition of the cities facilities based on visual inspections of each building and the site. The VFA team will work closely with the city’s facilities personnel, soliciting their input about the buildings’ construction, known issues, maintenance operations, energy and operational performance, and planned projects. As a baseline, the VFA team will conduct a visual, non-invasive inspection of each facility, to create a comprehensive snapshot of each building’s condition today, including:

- **A complete list of systems** for each building (and site), recording (at the system level) the type, construction, age, replacement value, expected lifespan, condition today, remaining useful life, and projected renewal cost for each. System renewals will be forecast for the lifetime of the buildings. Systems that have been recently upgraded such as roofs, escalators, and major mechanicals, will be included so that the City can plan for future renewals down the road.
- **A list of candidate capital projects for the next 10 years**, including the deferred maintenance items already due, any system renewals (from the list above) due in this period, plus any identified code- or life-safety-related issues. All needs (“Requirements”) will include a description of the need and suggested action, a cost estimate, recommended action date (“Priority”) and tag for why each is needed (“Category” or cause of each item).

All system and requirement records will include digital photos of current conditions.

The scope of work will be delivered in accordance with RFP Part IV – Technical Specifications/Scope of Services and as described herein.

While the assessment will be based on visual inspections, VFA’s team will note where deeper investigations may be warranted. In many cases, the engineers and building experts on our team can provide the more detailed studies, as an optional service for the City.

VFA’s team will pay special attention to the following systems of importance for buildings and site elements.

| | |
|------------------|--|
| Buildings | Substructure <ul style="list-style-type: none"> ● Foundations, slabs on grade, basement excavation and walls (evaluate below grade components for signs of distress (i.e. cracking, displacement, insect infiltration, water infiltration) and document findings with photos Core and Shell |
|------------------|--|

| | |
|--|---|
| | <ul style="list-style-type: none">• Superstructure (floors, bearing walls, columns, beams, roofs and related structures); exterior closure (exterior walls, windows, doors and roofing). Evaluate for signs of distress including cracking, displacement, connection adequacy, continuity of flashing and seals, examine for deficiencies related to wind loading and hurricane protection.• Flashing, connections for proper drainage on walls, expansion joints, roofing system including accessories. Document roofing deficiencies and existing roofing warranties, replacement costs and remaining useful life. <p>Interiors</p> <ul style="list-style-type: none">• Partitions, doors, stairways, finishes (paint), flooring, ceiling finishes and systems <p>Building Equipment and Systems</p> <ul style="list-style-type: none">• Conveying, elevators/vertical transportation, plumbing systems (fixtures, domestic water distribution, sanitary waste, rain water drainage, special plumbing – gasoline dispensing, compressed air, etc.) – Review maintenance records, available reports, and evaluate performance and anticipated service life.• HVAC systems, heat generation, rejection, distribution and transfer, HVAC controls and instrumentation, fire detection and suppression (alarms, monitoring, sprinklers, standpipe and hose systems, pumps, fire protection specialties, special fire suppression) – Observe age, condition, and adequacy of capacity.• Electrical, (service and distribution, feeder type, lighting and branch wiring, communications, security, emergency generators, UPS systems, electrical controls and instrumentation). Service points, meters, capacities) - Observe age, condition, and adequacy of capacity. <p>Other Building Construction</p> <ul style="list-style-type: none">• Special security systems, incinerators, storage tanks, building automation, special purpose rooms, etc. <p>Building Site Improvements</p> <ul style="list-style-type: none">• Grading, drainage, erosion control, roadways and parking lots (pavement, curb, gutter and appurtenances), pedestrian paving (sidewalks, exterior steps, etc.) - For grading and drainage, inspect for removal of storm water and identify any that appear under-capacity or distressed. <p>Safety and Security</p> <ul style="list-style-type: none">• Evaluate adequacy of installed fire protection and prevention and recommend upgrades. <p>Access Control</p> <ul style="list-style-type: none">• Doors and windows – including hardware, intrusion detection and access control. Review all potential points of access and determine/document effectiveness of access control. Identify any patterns in faulty hardware and controls. |
|--|---|

| | |
|----------------------|---|
| | <p>Hazardous Materials</p> <ul style="list-style-type: none"> Identify suspected hazardous materials for further study and analysis. (i.e. asbestos, lead, petroleum products, etc.) |
| Site elements | The assessment of site and utilities assets will include; grading and drainage slope stabilization, protection and erosion control, roadways and parking lots (pavement, curb, gutter and appurtenances), pedestrian paving (sidewalks, exterior steps, etc.) Assessment of site elements will be up to and including the exterior disconnect of the service. |

Initial Meeting

An onsite project kick-off meeting with the project managers will be conducted within five (5) working days after receipt of a Notice-to-Proceed (NTP) to review the scope of work.

Field Work

The Assessment phase is the on-site work performed by VFA’s assessment team and subsequent data entry/analysis done at VFA’s offices. By the end of this stage, the assessment data will be collected and populated in VFA.facility; this includes analysis of the data, such as cost estimates for corrective actions.

VFA’s team will visually inspect all of the assets included in the scope of the project to identify deficient conditions and assess the remaining lifecycle of designated asset systems. The team will assess the age and usefulness of the building (location, ability to efficiently provide services, etc.) In general, the assessment will consist of a detailed review of the general condition of the building (mold, decay, rot, code compliance, etc.) The teams will document requirements, including digital photographs of asset exteriors and any observed conditions within the assets. The survey will include a visual inspection of the building and all of the building’s architectural, mechanical, electrical, and site systems listed in the above table.

VFA does not include intrusive and destructive testing such as infrared, roofing core sampling, soil testing, generator testing, and hazardous material testing as part of the standard assessment methodology. If observed field conditions warrant further testing, VFA will make recommendations for such investigation as appropriate.

Prioritization

Priorities associate requirements with a timeframe; standard priorities shown here can be tailored to meet client requirements.

| Priority | Definition | Years Offset |
|------------|----------------------------------|--------------|
| Priority 1 | Due within 1 Year of Inspection | 1 |
| Priority 2 | Due within 2 Years of Inspection | 2 |
| Priority 3 | Due within 5 Years of Inspection | 5 |
| Priority 4 | Not Time Based | null |

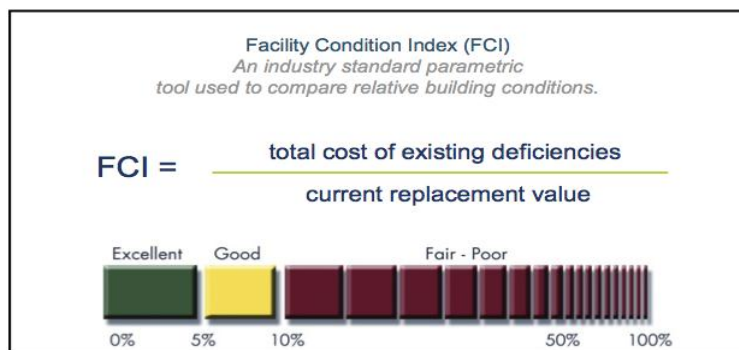
Photos

Digital Photos: VFA will import digital photos taken during the assessment to visually illustrate existing conditions and photographically document each facility. A selection of photographs of the asset exterior and the critical requirements within each asset will be stored and linked to requirements where a supporting photo is beneficial. Each photograph will be clearly labeled within the report.

Facility Condition Index

After the facilities assessment data has been entered into the database and action methodologies and costs have been established, benchmarking the condition of the facilities can begin. VFA has automated a standard process to assess the relative condition of assets, facilitating comparison both within and among organizations and locations. A Facility Condition Index (FCI) will be calculated for each asset (building) evaluated, providing a key benchmark indicator to quantify the condition of the property. It is calculated as the deferred maintenance and renewal needs (over a 10 year period) divided by the current replacement value of the building. The lower the FCI value, the better the condition of the building.

Your organization will be able to ascertain the impact of various funding levels on the FCI of the assets, or alternatively, the funding requirements to achieve a specific asset FCI.



FCI is an extremely useful metric for assessing asset condition.

Based on the criteria selected (i.e., assets, building systems, requirement priorities and categories, number of years forecasted, etc.), VFA facility will calculate the long-term renewals for the assets and systems included in the project utilizing the previously developed system model and systems conditions evaluation. In addition, VFA will also explore and analyze alternative funding strategies for restoring and maintaining a targeted level of asset condition. By varying levels of funding, timing and project content, the impact on facilities/infrastructure condition over time can be understood. These alternative strategies will be reviewed and discussed with your organization.

Using these analytical capabilities, competing funding requirements can be analyzed based on criteria and logic that VFA will establish with the City to ensure consistent, equitable, goal-oriented, needs-based, and efficient capital planning. The resulting funding analysis can then be used by the City to establish funding levels to support the development of the City's Facility Improvement Plan.

Costing

All system and requirement records will include costs, in current dollars, for the system replacement values, system renewal, and/or remedial action to address a deficiency, as appropriate. Costs will reflect local construction costs as tracked by each discipline specialist, or on RSMMeans labor and materials rates for the Fort Lauderdale area, adjusted as needed to include total project costs such as overheads, design fees, and contingencies.

Costs will be recorded in current year dollars. Costs included in Final Reports, for projects in future years, will be inflated based on an annual rate set in consultation with the Fort Lauderdale Facilities Division.

If the City elects to license the recommended capital planning software, VFA.facility, costs will be automatically updated the then-current-year based on RSMMeans' published rates, and the city can set future years' inflation assumptions when forecasting reports are run. All costs will be validated against the South Florida construction cost index.

Draft Reporting and Client Review

Once the draft assessment work is complete, VFA's project manager will prepare draft data for review by the City's Facility Division. Preparation includes quality control checks of all records for completeness, consistency (in naming and costing conventions), and accuracy. Draft data will then be presented to the city for its review, asking facility personnel to note whether known issues are included, whether the team's recommended timing for each need is in line with expectations, and whether any special cost adjustments need to be included.

VFA recommends that the city of Fort Lauderdale uses the VFA.facility software during the draft data review, for ease of sharing lots of information without too many printed reports, and as a way of familiarizing the facility staff with the database.

Preparation of draft data usually takes 5-10 business days, and our schedule includes a three week window for the city to review draft data and provide feedback. This schedule can be adjusted should the City need more time to review.

Final Reports & Presentation

Final reports will incorporate any feedback provided by the City of Fort Lauderdale, and will be prepared using the VFA.facility software, which enables users to run over two dozen standard reports, as well as create custom reports and/or data exports. Using the software, VFA will provide printed reports for each building, including:

- A narrative and tabular summary of the findings, by building and by major system.
- A Building Executive Summary report for each facility, including recommended projects and a list of 10-year needs by major system.
- A Building System List report for each facility, listing all the systems that comprise each building, their current replacement values, install dates, expected lifespans, projected renewal dates and costs.
- Sample System Detail and Requirement Detail reports, showing narrative descriptions and line-item cost estimate details. (System and Requirement Detail Reports are

available in the software for any system or requirement presented in the study. Printed reports are intended to highlight selected needs.)

- Funding Scenarios for the whole portfolio or for each of the five facilities (counting site as one facility), showing how much investment is needed to maintain in current condition or reach a target condition, as well as what condition the building(s) will be in if planned investment levels are followed for the future.
- A summary of the Preventative Maintenance Review findings.

Preventative Maintenance Plan

Recommended preventive maintenance tasks and frequencies shall be identified for the various facility component types. These task lists and frequencies will be compiled using manufacturer's recommendations where available, industry standards, and client and consultant experiences. Differences to existing procedures will be identified.

The premise for reviewing PM tasks is that similar equipment requires similar maintenance tasks. Therefore, the PM tasks for a 5 ton packaged rooftop air conditioning unit are fundamentally the same as that for a 50 ton unit. The effort and time required to perform those tasks may differ, but the steps involved are the same. The equipment data will be sorted and grouped together by common types of equipment and the PM tasks distributed among equipment of the same type.

It should be noted that every PM plan needs to be allowed to evolve and change over time. These PM plans serve as a baseline, but it is expected that as feedback comes in from the closed work orders, adjustments should be made to the program accordingly. For instance, it may be determined that the 5 ton unit does not need to receive exactly the same PM steps, or perhaps a slightly different frequency as the 50 ton unit. These can and should be adjusted based on feedback from the technicians and data that supports the uptime that has resulted.

Preventive Maintenance

The following is an example of PM equipment tasks. Existing City documentation and procedures will be compared to standards such as these to create an overall analysis of current practices.

| Asset Group | Asset Type | Frequency | Task Name | | |
|--|---|-----------|-----------------|--|---|
| HVAC | Packaged Roof Top Unit - Gas Heat | 1 / yr. | Summer Start Up | | |
| <p>Task Description</p> <table border="0"> <tr> <td style="vertical-align: top;"> Remove old air filters Clean coils Inspect coils Check compressor efficiency Check refrigerant levels. Note any losses and report as required. </td> <td style="vertical-align: top;"> Visually inspect belts - tighten / replace as necessary Clean condensate pan and trap Inspect contactors and wiring Check and adjust for proper air flow Lubricate motors and bearings Check and calibrate sensors and thermostats </td> </tr> </table> | | | | Remove old air filters Clean coils Inspect coils Check compressor efficiency Check refrigerant levels. Note any losses and report as required. | Visually inspect belts - tighten / replace as necessary Clean condensate pan and trap Inspect contactors and wiring Check and adjust for proper air flow Lubricate motors and bearings Check and calibrate sensors and thermostats |
| Remove old air filters Clean coils Inspect coils Check compressor efficiency Check refrigerant levels. Note any losses and report as required. | Visually inspect belts - tighten / replace as necessary Clean condensate pan and trap Inspect contactors and wiring Check and adjust for proper air flow Lubricate motors and bearings Check and calibrate sensors and thermostats | | | | |

(b) identification of proposer's distinctive competence, staff qualifications assigned to this account with their experience and skills they bring to this assignment, along with resume of experience and qualifications;



Peter W. Scanlon - Vice President – Professional Services

As a Vice President in Professional Services, supporting the education, state & local government and eastern Canadian clients, Mr. Scanlon is directly responsible to the client for all aspects of the project implementation including facilities condition assessments, software implementation, training, and reporting. In addition, Mr. Scanlon is also directly involved in data analyses and consulting services, custom software specification, customized training, bar coding and preventative maintenance and other client specific requirements. Mr. Scanlon has been with VFA for eight (8) years and holds a B.A. Economics Degree from Harvard University. Project experience includes City of Miami Beach in Florida, Hillsborough County Florida, Florida International University, City of Burlington in Ontario, and the Commonwealth of Virginia.

Martin D. Harrison, LEED-AP - Project Manager

As a Project Manager, Mr. Harrison is responsible for all aspects of facility condition assessments as well as subsequent analyses, project coordination and complete project budget control. His performance is exemplary in the area of construction standards, adherence to tight schedules, and cost control. He has served owners in state & local government, higher education and K-12 schools, commercial, and medical markets. Mr. Harrison has been with VFA for six (6) years and holds a degree from North Carolina State University – School of Design in Environmental Design and Architecture. He is also a LEED™ 2.0 Accredited Professional. Project experience includes the City of Miami Beach in Florida, Hillsborough County Florida, Florida International University, University of South Florida in Tampa, and the Commonwealth of Virginia.



Robert S. Michaud, P.E. – Preventative Maintenance Specialist/MEP Assessor

As a Preventative Maintenance Specialist, Mr. Michaud is responsible for reviewing and creating new preventive maintenance (PM) tasks specific to each type of equipment, creating predictive maintenance (PdM) tasks, and inspection schedules. Mr. Michaud is also qualified and experienced as a MEP assessor for VFA. He is well versed in the electrical and mechanical building systems. Mr. Michaud has been with VFA for 8 years. He holds a Bachelor of Science in Mechanical Engineering from Clarkson University and is a licensed professional engineer in the states of Maine, Vermont and **Florida**. For the purposes of meeting RFP requirements, Mr. Michaud will be signing off on the final deliverables at the conclusion of the project. His project experience includes, City of Miami Beach – Florida, the City of Regina in Saskatchewan – Canada, Travis County in Texas and the Minnesota State Capitol in St. Paul.



Jamie Henderson - Generalist Assessor



As a Generalist Assessor, Mr. Henderson is responsible for the documentation of deficiency data from on-site building inspections. He is well versed in architectural, electrical and mechanical building systems. Mr. Henderson has been with VFA for the past four years. He is a licensed G2 Gas Fitter, licensed marine mechanic and registered in the BOMA RPA program. Project experience includes; the Department of Military Affairs in Virginia, the Judicial Council of California, Administrative Office of the Courts, and Kaiser Permanente.

Larry Davis, AIA, NCARB, LEED AP



Architectural Assessor

As an architectural assessor, Mr. Davis performs visual assessments of facilities on a variety of building types focusing within the architectural and structural conditions. Mr. Davis has a bachelor's degree in architecture and urban design from the University of Kansas. He is a LEED® accredited professional and a registered architect in the states of **Florida (license # AR95662)**, North Carolina (license # 10718) and Colorado (license # B3033). Project experience includes; Florida International University, Fulton County Senior Center, Muhlenberg College, and Carolinas Healthcare.

(c) estimated timetables.

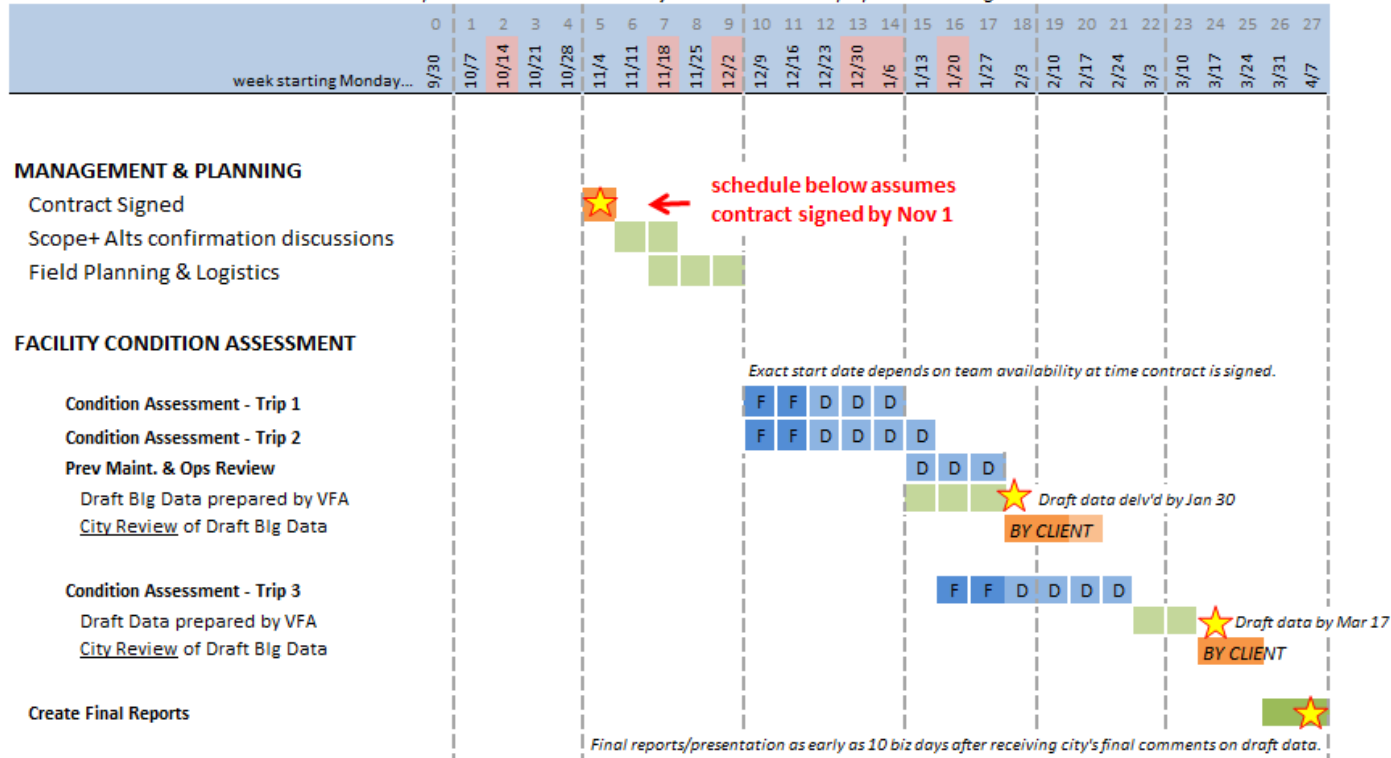
Proposed Project Schedule

The following schedule is within the timeframes noted in the RFP and is actually more aggressive. VFA will work with the City to establish a timeline that meets the City’s needs. We have ample resources to accelerate the schedule if desired.

City of Fort Lauderdale
FACILITY CONDITION ASSESSMENT PROJECT
PROSPECTIVE SCHEDULE
 10/2/2013

| | Field | Data | Slack |
|-------------------|-----------|---------|-------|
| Survey | F | d | |
| Generate reports | draft | final | |
| Review draft data | BY CLIENT | [slack] | |

NOTE: Exact start dates and end dates depend on team availability at time contract paperwork is signed.



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6. Business Licenses

Provide evidence that your firm and/or persons performing the work are licensed to do business in the State of Florida.

2013 FOREIGN PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# F02000001165

Entity Name: VFA, INC.

Current Principal Place of Business:

266 SUMMER STREET
BOSTON, MA 02210

Current Mailing Address:

266 SUMMER STREET
BOSTON, MA 02210 US

FEI Number: 04-3570054

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

C T CORPORATION SYSTEM
1200 S. PINE ISLAND ROAD
PLANTATION, FL 33324 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: _____

Electronic Signature of Registered Agent

_____ Date

Officer/Director Detail Detail :

| | | | |
|-----------------|---------------------|-----------------|-------------------|
| Title | DIRECTOR | Title | DIRECTOR |
| Name | DAVIS, WES | Name | EBLING, THOMAS |
| Address | 266 SUMMER STREET | Address | 266 SUMMER STREET |
| City-State-Zip: | BOSTON MA 02210 | City-State-Zip: | BOSTON MA 02210 |
| Title | DIRECTOR | Title | PRESIDENT & CEO |
| Name | GOLDING, GARY | Name | KOKOS, GERALD |
| Address | 266 SUMMER STREET | Address | 266 SUMMER STREET |
| City-State-Zip: | BOSTON MA 02210 | City-State-Zip: | BOSTON MA 02210 |
| Title | SECRETARY/TREASURER | Title | CHAIRMAN/DIRECTOR |
| Name | SUMMERS, JAMES | Name | VANDERWEIL, GARY |
| Address | 266 SUMMER STREET | Address | 266 SUMMER STREET |
| City-State-Zip: | BOSTON MA 02210 | City-State-Zip: | BOSTON MA 02210 |

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 007, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JAMES SUMMERS

SECRETARY/TREASURER 04/16/2013

_____ Electronic Signature of Signing Officer/Director Detail


_____ Date

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7. Evidence of Insurance

Provide certificate of insurance showing coverage, forms, limits. Actual insurance certificates will be required from recommended contractor, prior to award.

| ACORD | | CERTIFICATE OF LIABILITY INSURANCE | | OP ID: LL | | | |
|---|---|---|-------------------------------------|---|-------------------------|-------------------------|--|
| | | | | DATE (MM/DD/YYYY) 01/30/2013 | | | |
| THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. | | | | | | | |
| IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). | | | | | | | |
| PRODUCER Poole Professional Ltd. 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01850 Christopher A. Poole | | Phone: 781-245-5400 Fax: 781-245-5463 | | CONTACT NAME: PHONE (A/C No, Ext): FAX (A/C, No): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: VFAIN-1 | | | |
| INSURED VFA, Inc. 266 Summer Street Boston, MA 02210 | | INSURER(S) AFFORDING COVERAGE | | NAIC # | | | |
| | | INSURER A : Charter Oak Fire Ins. Co. | | 25615 | | | |
| | | INSURER B : Travelers Indemnity Co. | | 25658 | | | |
| | | INSURER C : Travelers Casualty & Surety | | 19038 | | | |
| | | INSURER D : | | | | | |
| | | INSURER E : | | | | | |
| | | INSURER F : | | | | | |
| COVERAGES | | CERTIFICATE NUMBER: | | REVISION NUMBER: | | | |
| THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | | | | | | |
| INSR LTR | TYPE OF INSURANCE | INSR | SUBR | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
| A | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC | | | 6807515L33A | 01/01/2013 | 01/01/2014 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 |
| A | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | BA7513L833 | 01/01/2013 | 01/01/2014 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| B | UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$ | | | CUP8165Y089 | 01/01/2013 | 01/01/2014 | EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below | | Y/N <input type="checkbox"/> N/A | UB6938Y083 | 08/01/2012 | 08/01/2013 | WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |

| | | | |
|-----------------------|--|--|--|
| CERTIFICATE HOLDER | | CANCELLATION | |
| PROPO-1 | | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. | |
| For Proposal Use Only | | AUTHORIZED REPRESENTATIVE  | |



CERTIFICATE OF LIABILITY INSURANCE

OP ID: LL

DATE (MM/DD/YYYY)

02/21/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|--|--|
| PRODUCER Poole Professional Ltd. 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01880 Christopher A. Poole | Phone: 781-245-5400 Fax: 781-245-5463 | CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: VFAIN-1 |
| | INSURER(S) AFFORDING COVERAGE INSURER A : CATLIN INS. CO. INC. NAIC # 19518 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : | |
| INSURED VFA, Inc. 266 Summer Street Boston, MA 02210 | | |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADUL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|----------------|-------------------------|-------------------------|--|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC | | | | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/PO/ AGG \$ \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | | <input type="checkbox"/> W/C STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | Professional Liability | | | AED-99300-0214 | 02/15/2013 | 02/15/2014 | Per Claim 1,000,000 Aggregate 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 For professional liability coverage, the aggregate limit is the total insurance available for all covered claims presented within the policy period. The limit will be reduced by payments of indemnity and expenses.

| | | |
|---|---------|---|
| CERTIFICATE HOLDER For Proposal Use Only | PROPO-1 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|---------|---|

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8. Solution Overview

Proposer's assessment of the City of Fort Lauderdale's needs and the quality of the proposal to meet those needs, including a plan/outline.

Project Understanding

The City of Fort Lauderdale – Facilities Division, Parks and Recreation Department (FDPRD) is seeking proposals for a facility condition assessment in accordance with the terms and specifications contained in RFP # 545-11286. The purpose of the assessment is to develop recommendations and budget estimates to improve/repair City facilities and their respective systems. The City is developing a comprehensive repair, alteration and improvement program for the facilities. The facilities assessment and analytical data will enable the City to plan, manage and analyze data utilizing a single platform. As part of the program, the city is looking to reduce the operational and capital costs associated with facility maintenance. To inform development of this program, the city is seeking an evaluation of the current condition of its buildings and site assets and prioritization of documented requirements, from which decisions will be made based on stakeholder needs. The data collected and subsequent analysis and reporting will enhance the city's ability to develop short, intermediate and long term capital improvement strategies resulting in cost effective operation of the city's facilities. Deliverables are expected to provide the city with objective, analytical findings, and a recommended plan of action and budget.

The City's Challenge

As stewards of city facilities in Fort Lauderdale, FDPRD is charged with maintaining a wide variety of buildings and sites to meet the needs of its citizens – all at an affordable cost. It is clear from the requirements listed in this RFP that the city aspires to inform decision making about facility management with real, independently-verified information about as many facets of its maintenance costs including preventative maintenance and capital investments. This is a strategy that has helped many other municipal government and university property managers that VFA has worked with – including the City of Miami Beach, County of Hillsborough and Florida International University. These clients have had great success, and all share similar constraints on time and money. VFA is looking forward to the opportunity to share some of the lessons we have learned working with similar owners to help the city achieve its overarching goals and build the foundation for the Facilities Improvement Program.

Proposed Solution

This section contains a summary of the services and software to be provided to the City of Fort Lauderdale. We think that with careful consideration of the proposed solution, the city can save money on this project versus other proposed solutions, maximize the return on its investment in this study, and be in a well-informed position ready to develop its Facilities Improvement Program. VFA would very much like to be the City of Fort Lauderdale's partner in facilities management, in the short and long term.

VFA is providing a tailored solution to meeting the requirements of the City of Fort Lauderdale utilizing standard services and products as noted in this section.

The solution is based on the following principles.

- VFA’s team employs only trained and experienced assessors (engineers and architects) to collect condition data on buildings, site utilities and infrastructure assets. VFA’s proposed team includes a Florida registered architect and Florida registered MEP assessor. Details are provided in section 5, part b.
- VFA’s team uses a consistent and proven assessment methodology that is based on industry standards and is adaptable to individual client needs.
- VFA’s team will ensure the scope and deliverables meet expectations by working with the city prior to the field work. VFA will collect existing information, meet with city representatives to gain a clear understanding of expectations, and help tailor the scope of the study into something that gets the city what it needs at an affordable price.
- Core to the delivery of VFA’s assessment services is the use of VFA’s capital planning tool, VFA.facility. The integration of technology with methodology is key to success as it allows for consistency in the data and deliverables from one project to the next. It also enables our clients to continue after the assessment process with ongoing asset management and strategic decision support.

The solution will help the City answer the following questions.

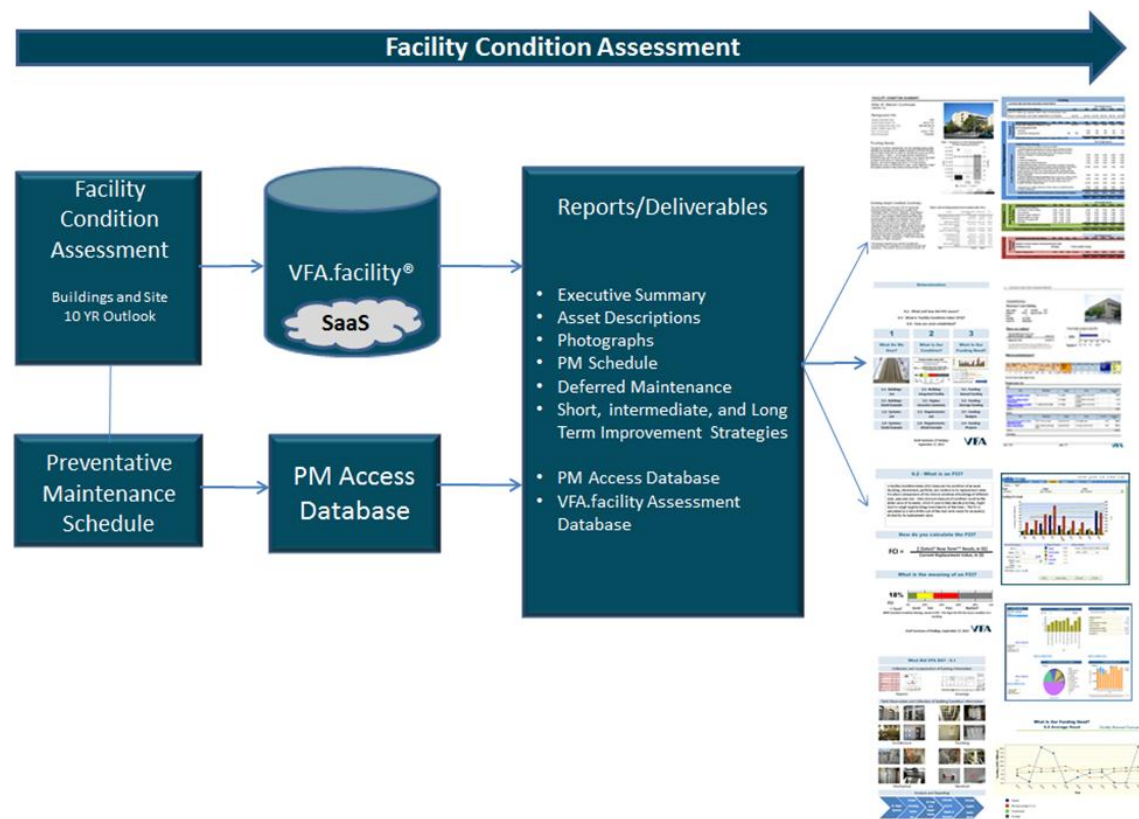
What the City is looking for?

- **What do we own?** Not just what buildings do we own, but what systems make up each of the buildings...?
- **What is our condition?** Or... what are the needs at each building now, in the next five years, and for the following 10+ years? Are our current operations keeping up with maintaining our systems in optimum condition?
- **How much money do we need?** What should our capital projects budget be to maintain our facilities ... in their current condition? ...as “Class A” target condition? And what will our condition be, if our current investment levels continue?
- **What is most important?** In the event that we do not have enough money to do everything that is needed, given our mission, what should we do first?

VFA and our team of building specialists have the experience and tools to help the city of Fort Lauderdale answer these important, and other related, questions.

VFA’s solution overview summarizes the scope of services at a high level, as shown in the graphic below. In the sections that follow, we provide a summary of how our team plans to fulfill each requirement, with detailed methodologies for components requiring more explanation included in Section 5 of the proposal.

Solution Overview Diagram



Services to be Provided

Detailed Facility Condition Assessment – Buildings and Site Elements

VFA will perform a full, non-intrusive visual assessment of the City’s portfolio consisting of 1,768,105 square feet of city buildings (interior and exterior), park buildings and site assets to identify visual defects as well as the current lifecycle condition of each building and its component systems. The base assessment will include foundations, structure, building envelope, roof, interior construction, mechanical, electrical and plumbing systems, including identifying needs to address life safety and code issues. VFA’s assessment methodology is based on ASTM E2018-8 standards.

As part of the assessment, VFA will:

- Summarize and analyze current building and system conditions. This will include providing narrative descriptions of each facility and site element, our assessment assumptions, and detailed findings of the in-field condition assessment work;
- Provide a description of each specific building, major system, site or utility surveyed, including a summary of any recommended upgrades to each building;
- Provide detailed cost estimates for required repair or replacement of deficiencies, including life cycle costs for the creation of a 10 year budget plan. Costs to be generated using RSMMeans database embedded in VFA.facility, engineering judgment by VFA’s assessors and validated using South Florida construction cost index.

- Identify and prioritize (based on condition) existing deferred maintenance needs;
- Identify and document any specific deficiencies and state and local building code requirements;
- Categorize all identified needs in the VFA facility assessment database as deferred maintenance or capital renewal. Requirements will be prioritized from highest priority to lowest priority.
- Calculate the facility condition index (FCI) and current replacement value (CRV) for each facility.
- Suggest a preventative maintenance schedule and cost estimates to extend the useful life of assets.
- Review current deferred maintenance and ongoing maintenance policies and procedures and provide recommendations for improvements.
- Provide a plan to strategically and efficiently reduce the current backlog of deferred capital (requirements) and routine maintenance projects. VFA will collect all available documentation from the City for incorporation into the assessment findings.

See approach to scope of work section for complete list of site infrastructure and utilities to be assessed.

With the Facility Condition Assessment (FCA) the City will understand:

- The current conditions including recommended corrective actions with construction cost estimates.
- Asset (building) replacement values supported by a breakdown of the building systems.
- The remaining useful life of each building component, the most cost-effective repair and replacement options and the timing and extent of required capital and maintenance expenditures.
- The forecast of future renewal expenditures based on a lifecycle assessment of systems.
- A forecast of required funds to maintain current conditions, and attain a targeted condition level. Conversely, we will show the impact on future condition of continuing current (or proposed) capital investment levels. These are very useful pictures that portray the real decisions facing city budget officials.
- How to avoid or reduce future capital costs.
- How to use facilities more efficiently and for longer term use than might otherwise be attained.
- How to reduce costs and better serve the community.

Preventative Maintenance Plan Review

VFA will review city preventative maintenance plans, compare them to industry standards for best performance, and make recommendations for task lists, task frequency and manpower levels that will help the city establish PM practices to keep building components working and working for a long time.

The PM review should help reduce the costs and downtime associated with equipment failures. The proposed program includes, but is not limited to: reviewing and creating new preventive maintenance (PM) tasks specific to each type of equipment, creating predictive maintenance (PdM) tasks, and inspection schedules. The program is designed to address specifically these types of tasks and to help the City track the costs and equipment data for future evaluation and use.

VFA's PM Review Report will help the City identify the time and manpower needed for the proper maintenance of equipment, analyze the performance of the maintenance tasks, and analyze the costs associated with the equipment.

The preventive maintenance schedule will be produced using industry standard practices and procedures for typical building equipment and will use current practices for the process related equipment. Our quote for this service assumes the city can provide a list of the equipment for which it wishes to have PM Plans. If the city does not have a list of equipment available, VFA can collect that information as an add-on option.

Project Schedule

Refer to section five, part c for the detailed project schedule.

Databases

1. VFA.facility

VFA.facility is an integral part of the solution for the City's facility condition assessment and sustainment planning needs. With VFA.facility's powerful data storage and analytics, the City can record and update the condition of its facilities, estimate costs, forecast capital needs, explore tradeoffs between funding scenarios, rank and prioritize projects to meet specific budget targets, and share information via dozens of built-in reports and user-customizable reports and data exports. VFA.facility can be the repository of record for the City's asset information, including attaching electronic documents such as photos, drawings, specialized studies, warranties, etc., in any format.

VFA.facility is cloud-based, Oracle-backed software, offered via an annual Software-as-a-Service (SaaS) subscription. The application is accessed via a standard web browser and can handle an unlimited number of concurrent users. VFA.facility is supported by a full-time, internal, dedicated software development team that anticipates and responds to customer needs with a major release every 9-15 months, plus minor quarterly updates.

With VFA.facility, the City of Fort Lauderdale can:

- Understand the condition and value of facility assets
- Accurately estimate long-term capital costs

- Manage life cycle renewals for systems and assets (buildings along with site and other types of capital infrastructure)
- Streamline capital budgeting
- Build better cases for funding capital renewal
- Support organizational objectives such as sustainability, mission importance, risk, etc.

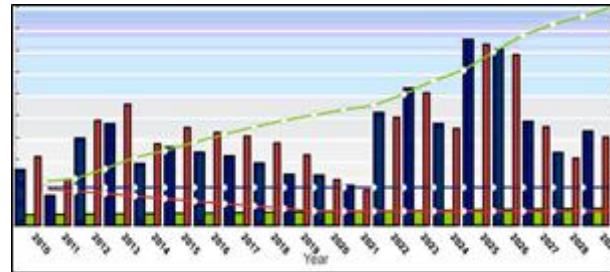
Assets Module - Accurate, Consistent Condition Data

The core of VFA.facility is the Asset module, where the building system, and condition data is stored. The asset data will give the City an accurate snapshot of the current situation, enabling the City to quantify and centrally forecast all facility needs (e.g., deferred maintenance and prioritization of capital needs). Each requirement record includes a recommended corrective action and estimate of its cost. (Multiple actions can be stored for each requirement, too, allowing consideration of alternative approaches to address each need.) The City will be able to forecast capital repairs and component renewal needs 5, 10, or up to 100 years into the future.



Funding Module - Flexible Capital Forecasting

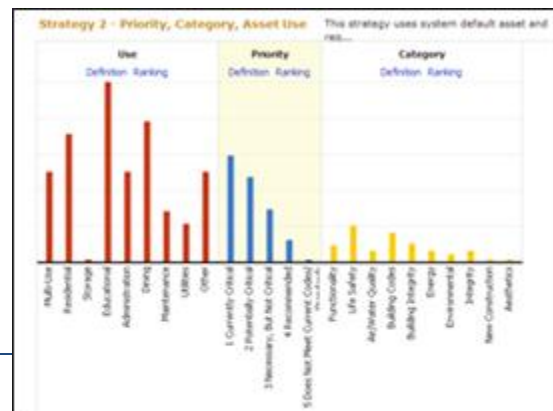
VFA.facility's Funding module provides the City with the ability to accurately forecast capital needs over any period of time. City planners will be able to evaluate the impact of various funding levels on the condition of the assets, to consider such questions as:



- How much money will it take to maintain our facilities at a given condition (FCI)?
- How much would we have to spend to reach target FCIs?
- If we funded our capital investments at specific levels, what would be the resulting FCIs?

Budgets Module - Create Budgets based on Organizational Mission and Priorities

VFA.facility's Budget module enables the City to create multi-year budgets based on organizational mission and priorities. Requirements can be ranked based on a broad range of criteria, including almost any user-configured field. Multiple ranking strategies may be created, allowing users to apply different strategies to different types of assets, and compare different budget scenarios. The Budget module allows the City to quickly explore which are

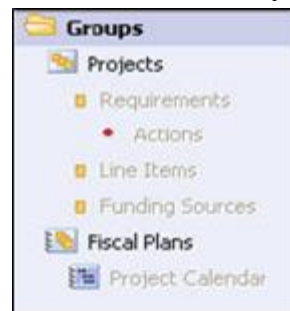


the most important projects to fit within an available budget.

To complement the software's effectiveness, VFA offers capital budget consulting services that can help the City create more complex strategies to capture sophisticated subtleties of the City's budgeting processes. Additional service fees apply.

Projects Module - Turning Planning into Action

VFA.facility's Project module will enable City users to group Requirements within and across buildings and locations into capital projects. These projects can then be more easily managed and grouped to keep data current.



Reporting Module - Powerful Business Intelligence reporting



VFA.facility's comprehensive reporting system includes many standard reports plus countless options for users to tailor what, how and when information is shared from the software.

Software users can print and share reports on the portfolio, buildings, systems, requirements, funding options and planned projects. Reports can be generated in dashboard, HTML, PDF, or Excel formats, for easy sharing. And users can create their own reports, picking what data they want and how that data is

formatted.

FacilityView™

VFA FacilityView™ unlocks the value of VFA.facility® data for the stakeholders you choose – such as executives (mayor and city council members), department heads, risk managers, environmental or energy managers, building occupants or community members – providing quick and secure access to key information about your real estate portfolio, delivered to a desktop or mobile tablet.



2. Preventative Maintenance Management Database

The preventative maintenance schedule will be provided in MS Access database format. The database includes PM tasks and frequency schedules for each piece of inventoried equipment (inventory data to be provided by the City. VFA can provide an equipment inventory service if desired. Additional scope and fees would apply). It also can be used to record which tasks get completed (but likely the city will use its CMMS system to do that.)

The following is an example of the type of reports that can be provided. We will work with the City to refine the list of reports to be provided based on the City's needs.

- Preventative Maintenance Tasks and Frequency, for each piece of equipment
- Total Annual PM Hours by Building and for Portfolio
- Total Annual PM Hours by Trade

- Hours Summary by Category
- Hours Summary by Building Trade

Reports/Deliverables

The data collected during the field assessment is entered into our central data repository, VFA.facility®, for subsequent report generation. VFA's project manager will provide an FCA deliverable (a.k.a. Facility Improvement Plan) to the City of Fort Lauderdale that will consist of several individual reports, an executive summary, glossary and assessment methodology. The individual reports include asset reports, funding reports, system renewal reports and requirements reports. Reports will include the Facility Condition Index (FCI), photographs of each facility, and (10) ten-year annual expenditure forecast for each facility. Please refer to the sample deliverables shown in section 12 for a list of reports available for each building and the portfolio as a whole.

With the city's input to select which reports it would like, VFA will submit draft data/report(s) for each facility, a detailed summary report for all buildings and site elements and a detailed comprehensive final report. VFA will incorporate any feedback provided by the city into final versions of all these deliverables.

Aside from the reports listed in the solution overview diagram, deliverables will include:

- Executive Summary
- Client Summary Data Reports
- Detailed Requirement Reports
- Capital Renewal Requirements
- Funding Scenarios
- A detailed report for each facility
- A detailed comprehensive final report for all facilities.
- Preventative Maintenance Management database
- VFA.facility capital planning management database

Refer to the approach in Section 5 for details of the assessment process and more detailed description of deliverables and timelines for draft and final reports.

9. Availability of Resources

Proposer's ability to assign appropriate resources to the account in a timely manner.

VFA's core service is facility condition assessments. The staff structure is designed specifically to support the nature of facility condition assessment projects. VFA has a large full time staff of executives, project managers and facilities assessors (Architectural, Electrical, Mechanical and Generalists) who are available to deliver facility condition assessments. VFA's staff also includes a full time dedicated scheduler who is responsible for managing the schedules of deployed staff and assisting project managers with assignment of resources. Unlike engineering firms whose design staff is prioritized to deliver design and construction projects first and facility condition assessments second, VFA's staff is dedicated to delivering FCA's as its first priority. There is built-in flexibility in VFA's staffing resources to ensure that VFA is able to meet all of its commitments and deliver every FCA on time and on budget. Section 5 contains qualifications and experience of VFA's staff and a project schedule showing how VFA's resources will be deployed to deliver the services.

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10. Additional Services Available

Additional services available in-house, not requested by the City in Part IV-technical specifications/scope of work with fee schedule for those services (For Informational Purposes Only)

VFA’s services and products are capital planning focused. VFA does not offer design build services. VFA has a variety of value-added services that are designed to assist facilities managers with their capital planning needs. Since each engagement is individually scoped and priced, we are including summary descriptions of some of our available services for review and consideration by the City. If the City is interested in any of these services, we will be happy to engage in discussions with the City and generate scopes of work and pricing.

Value Added Services

| | |
|---|--|
| <p>Green/Sustainability Assessment</p> | <p>VFA identifies the best opportunities for enhancing the sustainability of an organization’s existing buildings and sites. By determining the associated costs and expected impact of these initiatives, VFA helps organizations optimize the investments they make to support sustainable facilities. VFA’s assessment teams focus on five key areas of sustainable buildings consistent with guidelines for Leadership in Energy and Environmental Design for Existing Buildings (LEED®-EB): Energy Efficiency, Water Conservation, Indoor Air Quality and Environment, Site Sustainability, and Materials and Construction.</p> |
| <p>Energy Assessment</p> | <p>Organizations are increasingly faced with mandates to reduce energy use, often without funding for energy-efficiency related improvements. A VFA Energy Assessment evaluates potential energy conservation measures for a building or an entire portfolio, based on both energy savings and cost savings, and provides recommendations.</p> <p>VFA’s Energy Assessment Services enable organizations to integrate energy savings initiatives into their capital and operating plans, and to understand how energy cost savings can be used to fund needed improvements and renewals over time.</p> |
| <p>Facilities Benchmarking Service</p> | <p>VFA employs aggregate data from hundreds of organizations across a wide range of industries to help individual organizations understand how their facilities compare to those of their peers in terms of condition, cost, replacement value and other key metrics. More importantly, VFA helps them interpret the numbers to understand what comparative differences mean for their portfolio and develop strategies for targeting improvements.</p> |

| | |
|---|--|
| <p>Data Maintenance Service</p> | <p>While organizations recognize the importance of accurate data for capital planning, they may lack the personnel, time or expertise necessary to keep this information up to date. VFA’s Data Maintenance Service helps organizations ensure that they optimally leverage their investment in facility assessments and continue to maintain an effective foundation for capital planning.</p> <p>Working with customer staff, VFA professionals, experienced in the evaluation of facility conditions, provide updates and enhancements to existing data in VFA.facility® at regular intervals, typically biannually or quarterly. This process includes collection and review of relevant information, updates to VFA.facility requirements and actions, and preparation of a final report outlining all changes.</p> |
| <p>Facilities Management and Capital Planning Process Analysis</p> | <p>By evaluating an organization’s facilities and maintenance programs, VFA can help it define and implement a strategic Capital Planning and Management Solution™ (CPMS) framework. This evaluation includes a review of current business practices, functional roles in the organization, and the supporting technologies used. Based on VFA’s findings and recommendations, VFA will then work the client to identify, implement, and refine processes that best support maintenance of its assets, capital planning, and organizational mission.</p> |
| <p>Capital Project Planning</p> | <p>Identifying the capital project that offers the most benefit to the organization is often best judged from an objective perspective. VFA collaborates with organizations of all sizes to target and plan capital projects that best align with business plans and organizational goals. With those factors and other important business drivers front of mind, VFA can help define the criteria for your capital project and prioritize accordingly. VFA's capital project planning services include analysis of asset data, the creation of financial models, and the development of associated project reporting mechanisms for planners, management, executives, and other concerned constituencies.</p> |
| <p>Capital Budget Development</p> | <p>Creating an enterprise-wide capital budget can be a very subjective and political process. VFA offers a capital budgeting solution that focuses decision-makers on the most important business drivers. VFA helps clients define and weight criteria for evaluating capital projects — then apply those criteria consistently to create a defensible capital budget that is in line with organizational goals and objectives.</p> |
| <p>Software Services</p> | <p>VFA’s Software Services team offers a variety of software services tailored to the unique needs of clients including customization and integration.</p> |

11. Project Descriptions/References

Complete list of all governmental entity clients/references for whom you have provided facility condition assessment services in the last five (5) years and a detailed description of the completed assessments; Also provide agency name, address, telephone number, contact person, and date service was provided.

As VFA has delivered hundreds of assessments over the past 5 years to many government entities (municipal, county, state and federal) and due to page count limitations, we are opting to provide the requested information for a representative sample of accounts. Each of these clients is willing to engage with the City to discuss VFA's capabilities and past performance.

City of Miami Beach

1245 Michigan Ave.
Miami Beach, FL 33139
Tony Kaniewski – Program Manager
p. 305-673-7000 x 2914
anthonykaniewski@miamibeachfl.gov

Contract Dates: 2004, 2007, 2013

Scope of Services: VFA was contracted to perform detailed facilities condition assessments, building and equipment inventory, staff planning and software training. VFA has assessed thirty one buildings totaling 1.9 million square feet. Typical building types include community and convention centers, fire and police stations, city halls, museums and theaters.

Hillsborough County

County Center, 601 E. Kennedy Blvd., 24th Fl.
PO Box 1110, Tampa, FL 33601-1110
Michael Renburg – Construction Planner/Estimator
Real Estate & Facilities Services Dept.
p. 813-273-3644 or c. 813-781-7619
renbergm@hillsboroughcounty.org

Contract Dates: 2007, 2009, 2013

Scope of Services: VFA facility software subscription. VFA has provided ongoing data maintenance services and software licensing. Last year the County purchased a subscription to VFA's mobile data collection tool for self-assessments, VFA.auditor®. VFA has provided training services and support to the County for ongoing assessment of facilities and updates to the VFA facility database.

Florida International University

11200 S.W. 8th Street

Miami, Florida 33199

Marco Benitez

Director of Analysis, Assessment, and Risk Management

p. 305 348-7827

marco.benitez@fiu.edu

Contract Dates: 2009 – pilot, 2011 follow on work

Scope of Services: In 2009, FIU approached VFA for a pilot assessment as a “proof of concept” on 4 of their buildings totaling 206,561 square feet. VFA provided the assessment and delivered a presentation of findings showing the asset replacement value, facility condition index (FCI) and 5 year funding needs of each building.

In 2011, VFA assessed the remainder of the portfolio (123 building assets totaling 7.2M SF) and deploy the VFA.facility capital planning software for ongoing reporting and data analysis.

12. Additional Attachments

Any additional attachments to your proposal.

VFA facility has Cognos as its backend reporting engine. Therefore, the reporting capabilities of the tool are virtually limitless. Though not required by the RFP, we are including a sample of available reports that VFA delivers to illustrate some of VFA's reporting capabilities.

Sample Deliverables

0.1 - What and how did VFA assess?

0.2 - What is 'Facility Condition Index' (FCI)?

0.3 - How are costs established?

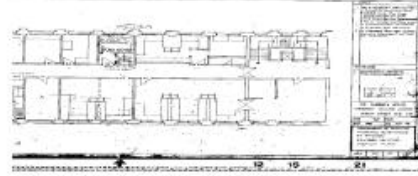
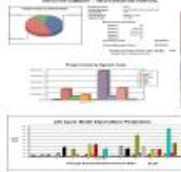
| 1 | 2 | 3 |
|---|--|---|
| What Do We Own? | What Is Our Condition? | What Is Our Funding Need? |
|  |  |  |
| 1.1 - Buildings: List | 2.1 - Building: Integrated Facility | 3.1 - Funding: Annual Funding |
| 1.2 - Buildings: Detail Example | 2.2 - Region: Executive Summary | 3.2 - Funding: Average Funding |
| 1.3 - Systems: List | 2.3 - Requirements: List | 3.3 - Funding: Budgets |
| 1.4 - Systems: Detail Example | 2.4 - Requirements: Detail Example | 3.4 - Funding: Projects |

Draft Summary of Findings
 September 17, 2013



What Did VFA DO? - 0.1

Collection and Incorporation of Existing Information



Reports

Drawings

Field Observation and Collection of Building Condition Information



Architecture

Plumbing



Mechanical

Electrical

Analysis and Reporting



Draft Summary of Findings
 September 17, 2013

| Costing | | | | | | | | | | | | | |
|--|--|----------|-------|-------|--------------------|-------|-----|-------|--------------------|-------|-------|------|-------|
| LOCATION AND EXISTING BUILDINGS ADJUSTMENTS | | | | | | | | | | | | | |
| Average Adjustment from Means: | | | | | For Project up to: | | | | | | | | |
| | Use | 50k | 100k | 250k | 500k | 500k+ | | | | | | | |
| Base R.S. Means cost, national "100%" basis, at subcontractor level | | | | | | | | | | | | | |
| Means Construction Cost Index Adjustment Local Region 100.0% 100.0% 100.0% 100.0% 100.0% 100.0% | | | | | | | | | | | | | |
| General Construction | Total project cost adj. from Means: | | | | Min | Max | Avg | Use | 50k | 100k | 250k | 500k | 500k+ |
| | Regionally Adjusted RSMeans Costs 100.0% 100% 100% 100% 100% 100% | | | | | | | | | | | | |
| | GC Overhead & Profit | | | | | | | | | | | | |
| | Overhead | | | | | | | | 10% | 8% | 6% | 5% | 4% |
| Construction Management | | | 0% | 0% | | | | 10% | 8% | 6% | 5% | 4% | |
| SUBTOTAL (General Construction % plus 100% of All | | | | | | | | 120% | 116% | 112% | 110% | 108% | |
| System Replacement | Capital Projects Charges | | | | | | | | | | | | |
| | Includes (Can include but not limited to the items indicated): | | | | | | | | | | | | |
| | 1. Capital Programs Construction (Fire Alarms, Keying, Shutdowns, Security, Signage, Custodial, Permits, Inspections, Archiving, Mission Bay Asset Inventory, Contractor Caused Damage Charges, Legal Services, Archive Retrieval, FM Assist, Construction Contingency, Construction Management) | | | | | | | | | | | | |
| | | | | | | | | | 9.0% | 9.0% | 6.0% | 6.0% | 6.0% |
| | 2. Utilities | | | | | | | | | | | | |
| | | | | | | | | | 1.0% | 1.0% | 1.0% | 1.0% | 1.0% |
| | 3. Inventorial Equipment | | | | | | | | | | | | |
| | | | | | | | | | 1.0% | 1.0% | 1.0% | 1.0% | 1.0% |
| | 4. Landscaping and Site Development | | | | | | | | | | | | |
| | | | | | | | | | 1.0% | 2.0% | 3.0% | 4.0% | 5.0% |
| | 5. Design Services (Design Consultants, Fire Protection Consultants, Construction Management Consultants, Engineering Consultants, Special Inspections, Plan Reviews) | | | | | | | | | | | | |
| | | | | | | | | | 15.0% | 12.5% | 8.0% | 7.5% | 5.0% |
| | 6. Capital Project Management (Capital Programs Project Manager, Capital Programs Relocation Services, UA & P Project Planning Guide, Administrative Staff, Contract Administration, Outsourced Project Management, Outsourced PM Overhead, Warranty Assessment) | | | | | | | | | | | | |
| | | | | | | | | | 5.0% | 4.0% | 2.0% | 2.0% | 1.0% |
| 7. Surveys, Testing, Printing & Advertising (Site & Topo Survey, Testing, Printing, Advertising, Messengering, Reimbrusibles, Agency Fees, Builder's Risk Insurance) | | | | | | | | | | | | | |
| | | | | | | | | 5.0% | 4.0% | 2.0% | 2.0% | 1.0% | |
| 8. Campus/Special Items (EH&S Services, Furniture, Moving Carriers, ITS, Occupancy Evaluation, Capital Interest) | | | | | | | | | | | | | |
| | | | | | | | | 10.0% | 10.0% | 6.0% | 6.0% | 6.0% | |
| 9. Security (Labor, Badging, Background Checks, Clearances, Special Equipment) | | | | | | | | | | | | | |
| | | | | | | | | 5.0% | 4.0% | 3.0% | 2.0% | 1.0% | |
| 9. Project Contingency | | | | | | | | | | | | | |
| | | | | | | | | 15.0% | 12.5% | 8.0% | 6.0% | 4.0% | |
| SUBTOTAL (Soft Cost % to All System Replacement Values) | | | | | | | | 67% | 60% | 40% | 38% | 31% | |
| General Construction multiplied by Capital Projects Charges | | | | | | | | 200% | 186% | 157% | 151% | 141% | |
| Renewal | Total project cost adj. from Means: | | | | Min | Max | Avg | Use | For Project up to: | | | | |
| | | | | | | | | | 50k | 100k | 250k | 500k | 500k+ |
| | Working in Existing Buildings | | | | | | | | | | | | |
| | Cut & Patch to match existing | 2.0% | 9.0% | 5.5% | | | | | 9.0% | 7.3% | 5.5% | 3.8% | 2.0% |
| | Dust protection | 1.0% | 11.0% | 6.0% | | | | | 11.0% | 8.5% | 6.0% | 3.5% | 1.0% |
| | Equipment usage curtailment | 1.0% | 8.0% | 4.5% | | | | | 8.0% | 6.3% | 4.5% | 2.8% | 1.0% |
| | Material handline & storage | 1.0% | 7.0% | 4.0% | | | | | 7.0% | 5.5% | 4.0% | 2.5% | 1.0% |
| | Protection of existing work | 1.0% | 7.0% | 4.0% | | | | | 7.0% | 5.5% | 4.0% | 2.5% | 1.0% |
| | Shift Work | 5.0% | 20.0% | 12.5% | | | | | 20.0% | 16.3% | 12.5% | 8.8% | 5.0% |
| | Subtotal for Working In Existing | | | | | | | | 62% | 49% | 37% | 24% | 11% |
| (General Construction + Renewal Charges) multiplied by CP Charges | | | | | | | | 325% | 277% | 214% | 187% | 157% | |
| Historic Preservation | Total project cost adj. from Means: | | | | Min | Max | Avg | Use | For Project up to: | | | | |
| | | | | | | | | | 50k | 100k | 250k | 500k | 500+k |
| | Applies to these System Renewal/Requirments | | | | | | | | | | | | |
| | Building Group | Building | | | Prime System Group | | | | | | | | |
| Historic Preservation | 15% | 20% | 18% | 20.0% | 20% | 20% | 20% | 20% | 20% | 20% | 20% | 20% | |
| System Renewal multiplied by Historic Preservation Renewal | | | | | | | | 390% | 332% | 257% | 225% | 188% | |

Portfolio Integrated Facility Condition Report

all \$\$\$ values in thousands

What Is Our Condition?

2.1 Integrated Facility Condition Report

- General Services

| Asset Name | GSF | CBV | # Floors | INSP DATE | Deferred Maintenance Requirements (count towards FCI) | | | | | | | | | | Program Requirements (non FCI) | | | | | | Total | | | | |
|---|----------------|----------------|----------|-----------|---|---------------|------------|--------------|---------------|--------------|----------------------|-----------------|--------------|--------------|--------------------------------|-------------|------------|----------|----------|----------|--------------|-----------------------|-------------|---------------|-------------|
| | | | | | Life Safety | Building Code | Roof | Ext Envelope | MEP | Hevator | Int Constr + Structr | Fire Protection | FFE and Site | Other DM | TOTAL CR/DM | FCI | ADA | HAZMAT | SECURITY | PROGRAM | Other | Subtotal Program Cost | PI | Cost | FCNI |
| City Hall | 430,800 | 98,198 | 30 | 2013 | 126 | 46 | 0 | 3,193 | 35,454 | 0 | 3,214 | 0 | 148 | 0 | 42.81 | 0.43 | 678 | 0 | 0 | 0 | 1,120 | 1,799 | 0.02 | 43,980 | 0.45 |
| Museum Carpenter Shop | 768 | 96 | 1 | 2013 | 0 | 0 | 7 | 12 | 10 | 0 | 0 | 0 | 0 | 0 | 28 | 0.30 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 28 | 0.30 |
| Museum Gatehouse | 2,816 | 747 | 2 | 2013 | 0 | 0 | 1 | 37 | 146 | 0 | 74 | 0 | 0 | 0 | 298 | 0.35 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 298 | 0.35 |
| Museum Main Building | 46,218 | 8,204 | 4 | 2013 | 0 | 0 | 172 | 14 | 1,352 | 0 | 1,020 | 0 | 0 | 0 | 2,537 | 0.51 | 0 | 0 | 0 | 0 | 25 | 25 | 0.00 | 2,562 | 0.51 |
| Museum Of Natural History (Carrage House) | 11,140 | 2,261 | 2 | 2013 | 0 | 0 | 0 | 0 | 119 | 0 | 111 | 0 | 0 | 0 | 230 | 0.10 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 230 | 0.10 |
| Museum Planetarium | 1,972 | 377 | 2 | 2013 | 0 | 0 | 0 | 5 | 28 | 0 | 18 | 0 | 0 | 0 | 51 | 0.14 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 51 | 0.14 |
| Museum Visitors Center | 747 | 111 | 1 | 2013 | 0 | 0 | 6 | 0 | 1 | 0 | 10 | 0 | 0 | 0 | 17 | 0.16 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 17 | 0.16 |
| Municipal Courts Building | 90,650 | 22,297 | 4 | 2013 | 7 | 0 | 0 | 693 | 10,847 | 1,229 | 489 | 640 | 0 | 6 | 13,911 | 0.62 | 99 | 0 | 0 | 0 | 75 | 174 | 0.01 | 14,086 | 0.63 |
| General Services | 594,111 | 132,292 | | | 133 | 46 | 185 | 3,954 | 47,938 | 1,229 | 4,936 | 640 | 6 | 6,338 | 59,235 | 0.45 | 778 | 0 | 0 | 0 | 1,220 | 1,998 | 0.02 | 61,233 | 0.46 |

- Neighborhood & Community Services

| Asset Name | GSF | CBV | # Floors | INSP DATE | Deferred Maintenance Requirements (count towards FCI) | | | | | | | | | | Program Requirements (non FCI) | | | | | | Total | | | | |
|--|----------------|---------------|----------|-----------|---|---------------|------------|--------------|--------------|------------|----------------------|-----------------|--------------|----------|--------------------------------|-------------|------------|----------|----------|----------|-----------|-----------------------|-------------|---------------|-------------|
| | | | | | Life Safety | Building Code | Roof | Ext Envelope | MEP | Hevator | Int Constr + Structr | Fire Protection | FFE and Site | Other DM | TOTAL CR/DM | FCI | ADA | HAZMAT | SECURITY | PROGRAM | Other | Subtotal Program Cost | PI | Cost | FCNI |
| 4900 Swogge Parkway Building | 33,444 | 10,116 | 4 | 2013 | 1 | 0 | 0 | 254 | 516 | 528 | 657 | 377 | 0 | 0 | 2,333 | 0.23 | 40 | 0 | 0 | 0 | 32 | 72 | 0.01 | 2,405 | 0.24 |
| Health Facility | 138,975 | 28,025 | 5 | 2013 | 0 | 0 | 0 | 0 | 1,293 | 0 | 1,822 | 633 | 52 | 0 | 3,821 | 0.14 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 3,821 | 0.14 |
| Multi-Purpose Center | 53,582 | 10,465 | 3 | 2013 | 0 | 0 | 529 | 466 | 3,037 | 0 | 189 | 290 | 25 | 0 | 4,997 | 0.43 | 100 | 0 | 0 | 0 | 22 | 122 | 0.01 | 4,619 | 0.44 |
| Neighborhood & Community Services | 246,001 | 48,606 | | | 1 | 0 | 529 | 721 | 4,847 | 528 | 2,668 | 1,290 | 0 | 0 | 10,651 | 0.22 | 140 | 0 | 0 | 0 | 54 | 194 | 0.00 | 10,845 | 0.22 |

- Police Department

| Asset Name | GSF | CBV | # Floors | INSP DATE | Deferred Maintenance Requirements (count towards FCI) | | | | | | | | | | Program Requirements (non FCI) | | | | | | Total | | | | |
|--------------------------|----------------|---------------|----------|-----------|---|---------------|----------|--------------|------------|----------|----------------------|-----------------|--------------|----------|--------------------------------|-------------|-----------|----------|----------|----------|-----------|-----------------------|-------------|--------------|-------------|
| | | | | | Life Safety | Building Code | Roof | Ext Envelope | MEP | Hevator | Int Constr + Structr | Fire Protection | FFE and Site | Other DM | TOTAL CR/DM | FCI | ADA | HAZMAT | SECURITY | PROGRAM | Other | Subtotal Program Cost | PI | Cost | FCNI |
| Communications Center | 121,400 | 23,254 | 5 | 2013 | 59 | 11 | 0 | 24 | 982 | 0 | 728 | 592 | 21 | 0 | 2,417 | 0.10 | 12 | 0 | 0 | 0 | 50 | 61 | 0.00 | 2,478 | 0.11 |
| Police Department | 121,400 | 23,254 | | | 59 | 11 | 0 | 24 | 982 | 0 | 728 | 592 | 0 | 0 | 2,417 | 0.10 | 12 | 0 | 0 | 0 | 50 | 61 | 0.00 | 2,478 | 0.11 |

111 - BUILDING EXECUTIVE SUMMARY REPORT

General Services
Municipal Courts Building

Asset Number 174 Year Built 1973
 Building GSF 90,650 Inspection Date 2013
 Floors 4
 Ownership City Owned
 Current Use Administration



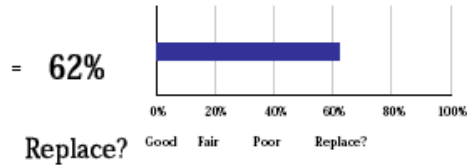
Municipal Courts Building

What is our condition?

| | |
|--|--------------|
| Deferred Maintenance Needs (incl. next 5 YR, in current \$, rounded) | \$13,911,167 |
| Replacement Value | \$22,300,715 |

The Facility Condition Index (FCI) is a ratio of the building's needs to its replacement value. FCI is calculated by dividing the sum of the near term (5 years) Requirement Costs by the current replacement value of the asset(s).

5 Year Facility Condition Index (FCI)



What are potential projects?

Costs are in thousands

| Life Safety | Building Code | Roof | Ext Envelope | MEP | Elevator | Int Constr + Structr | Fire Protection | FFE and Site | Other DM | SUBTOTAL DEFERRED MAINT. | FCI | ADA | HAZMAT | SECURITY | Program | Other | Subtotal Program Cost | PI | Subtotal DM + Progr Cost | FCNI |
|-------------|---------------|------|--------------|--------|----------|----------------------|-----------------|--------------|----------|--------------------------|------|-----|--------|----------|---------|-------|-----------------------|------|--------------------------|------|
| 7 | 0 | 0 | 693 | 10,847 | 1,229 | 489 | 640 | 0 | 6,358 | 13,911 | 0.62 | 99 | 0 | 0 | 0 | 75 | 174 | 0.01 | 14,086 | 0.63 |

Five Year Needs by Major System Group

Requirements List

ADA

| Name | Prime System | Category | Priority | Action Year | Requirement Cost |
|--|-------------------------------|---------------|--|-------------|------------------|
| Interior Doors - Not ADAAG Compliant Hardware | C1020 - Interior Doors | Accessibility | 5- Does Not Meet Current Codes / Standards | | 78,885 |
| Interior Doors - Signage Non ADAAG Compliant Braille | | Accessibility | 5- Does Not Meet Current Codes / Standards | | 15,794 |
| Equipment And Furnishings - Non ADAAG Compliant Service Counters | E - Equipment and Furnishings | Accessibility | 5- Does Not Meet Current Codes / Standards | | 4,749 |
| Subtotal | | | | | 99,428 |

Elevator

| Name | Prime System | Category | Priority | Action Year | Requirement Cost |
|---|-------------------------------------|--------------------|---------------------------------|-------------|------------------|
| Traction Geared Passenger Elev. Low Rise - Judges/Inmates Renewal | D1010 - Elevators and Lifts | Beyond Useful Life | 2- Potentially Critical | 2015 | 438,856 |
| Escalator, Standard Renewal | D1020 - Escalators and Moving Walks | Beyond Useful Life | 3- Necessary - Not Yet Critical | 2012 | 789,933 |
| Subtotal | | | | | 1,228,789 |

Ext Envelope

DRAFT

Requirement Detail Report
By Asset Name and Requirement Category

Region:
Department: General Services

Asset: Municipal Courts Building
Asset Number: 174

Category: Accessibility
Requirements: All Requirements

Currency: USD
Actions: Only Conventional Actions

| | | | |
|------------------|--|----------------|--------------|
| Requirement Name | Equipment And Furnishings - Non ADAAG Compliant Service Counters | | |
| Requirement ID | REQ-1254 | Action Date | |
| Linked System | Fixed Casework -Institutional - Average | Date Inspected | May 15, 2007 |
| Category | Accessibility | Finish Date | |
| Prime System | E - Equipment and Furnishings | Status | Open |
| Priority | 5- Does Not Meet Current Codes / Standards | Actual Cost | 0 |
| Inspector | BBunting | Estimated Cost | 4,749 |

Requirement Description

According to ADAAG, Section 7.2, the service counters located throughout the facility do not comply with the recommended height requirements. Refer to correction for locations.

Linked Photos



Equipment And Furnishings: Non-ADAAG-Compliant Service Counters

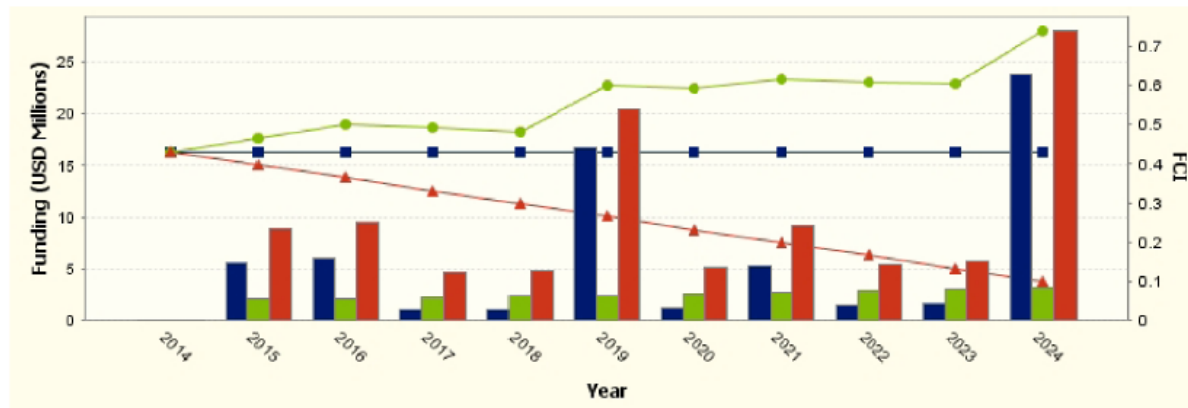
Actions

Action Name Modify Service Counter
Option Conventional
Prime Action Yes
Description Modify the information and service counters where they occur (assume 4 locations). Coordinate with interior finish corrections identified separately.

| Code Label | Line Item Description | Quantity | Unit | Unit Cost | Total Cost |
|--------------|---|----------|------|-----------|------------|
| 060505201000 | Selective demolition, millwork and trim, wood base cabinets | 4.00 | LF. | 11.91 | 48 |
| 060505204510 | Selective demolition, millwork and trim, counter top, maximum | 4.00 | LF. | 7.94 | 32 |
| 060505203000 | Selective demolition, millwork and trim, baseboard, to | 4.00 | LF. | 0.79 | 3 |

What Is Our Funding Need?

Funding/FCI Report



Cost Curve Applied: Spiky 0

Note: All cost curves other than Spiky 0 will result in a change to the starting FCI that is displayed. For a full description of all Forecast Parameters applied to this funding scenario, see the final page of this report.

All costs in USD.

Ranked Requirements

| Calculated Rank | Calculated Score | Calculated Fiscal Year | Override | Estimated Cost (USD) | Requirement Category | Asset FCI | |
|-----------------|------------------|------------------------|----------|----------------------|----------------------|-----------|----------------------|
| 1 | 100 | 2014 | | \$0 | Modernization | 0.70 | Fueling Station |
| 2 | 100 | 2014 | | \$455 | Functionality | 0.98 | Roof Drain: Straine |
| 3 | 100 | 2014 | | \$480 | Functionality | 0.64 | Sprinkler Supply V |
| 4 | 100 | 2014 | | \$506 | Functionality | 0.67 | Building Ventilation |
| 5 | 100 | 2014 | | \$547 | Functionality | 0.58 | Water Distribution: |
| 6 | 100 | 2014 | | \$680 | Functionality | 0.57 | Air Distribution: Nc |
| 7 | 100 | 2014 | | \$978 | Functionality | 0.72 | Janitor Sink: Water |
| 8 | 100 | 2014 | | \$1,093 | Functionality | 0.58 | Rain Water Drainag |
| 9 | 100 | 2014 | | \$1,126 | Capacity/Design | 0.66 | Rooftop Unit: Impr |
| 10 | 100 | 2014 | | \$1,418 | Mission | 0.82 | Gutter Missing |
| 11 | 100 | 2014 | | \$1,440 | Functionality | 0.58 | Condensate Drain: |
| 12 | 100 | 2014 | | \$1,822 | Functionality | 1.00 | Roof Drains; Strain |
| 13 | 100 | 2014 | | \$1,921 | Mission | 0.85 | Metal Panel Roofing |
| 14 | 100 | 2014 | | \$2,167 | Mission | 0.85 | Metal Panel Wall: H |
| 15 | 100 | 2014 | | \$2,344 | Functionality | 1.07 | AHU Steam Colls: I |