



Ellis County Bond Oversight Committee

Quarterly Update

January 7, 2008

Roles and Responsibilities

The Staubach Company – foster and maintain communication; manage budget; schedule keepers; process shepherds; uncover and present value alternatives; mitigate risks of design and construction; trusted partner.

Real Estate – George Curry

Design and Construction Project Management – Jon Vidaurri

County Engineer – Joe White

Assistant City Manager (City of Waxahachie representative) - Michael Scott

Jail Captain (County Jail representative) - Captain Ogden

Budget

1. County Courts Administration Building
 - a. Total Bond Budget of \$26,145,409.00
2. County Jail Addition (separate building)
 - a. Total Bond Budget of \$ 27,726,096.00
3. Total Bond Budget - \$ 53,871,505.00
 - a. The following scope is included in the above bond cost;
 1. Professional Services Fees for; Architect, MEP Engineer, Structural Engineer, Civil Engineer, Landscape Architect, Surveying, Technology Consultant, State TDLR review, bond management fee, building permits and fees, Geotechnical testing, Material Testing and Inspections, HVAC test and balancing.

2. Technology Systems such as; Phone System and Network Equipment/Hardware/Software, Voice and Data Cabling, Security System and Access Control System.
3. Furniture, Fixtures and Equipment
4. Move Cost; for the relocation of the existing furniture and equipment from the multiple locations of county offices into one new consolidated facility.
5. Real Estate Acquisition Cost
6. Construction Hard Cost – the cost a construction manager will charge for the construction of a new facility including sub-contractor hard cost, general conditions, profit and overhead.

Accomplished to date

1. Met with City of Waxahachie;
 - a. established roles, responsibilities and expectations
 - b. reviewed schedule, budget and task list
 - c. established project coordinator
 - d. established regular meeting schedule
 - e. drafted City –County Project Inter-local Agreement
2. Established Bond Oversight Committee
3. Met with Sherriff and Staff;
 - a. established roles, responsibilities and expectations
 - b. reviewed schedule, budget and task list
 - c. established project coordinator
 - d. established regular meeting schedule
4. Kick off real estate acquisition process.
5. Met with county financial advisor and provided cash flow analysis.
6. Established Architect/Engineer selection committee (include rep from City of Waxahachie and Sherriff's office).
7. Selection committee selected, interviewed, and ranked the #1 A & E firm as a result of the A & E Request For Qualifications process and the state required process for selection of professional services.
8. Commissioner's Court approved the county to enter into contract negotiations with the #1 ranked A & E firm (HDR Architects) as required by the State of Texas.

9. Issued Construction Manager-at-Risk RFQ on 9-10-07. Received Construction Manager-at-Risk RFQ responses.
10. Conducted several information gathering meetings with various IT vendors and consultant. Ellis County IT was an integral part of all of the IT meetings, progress, decisions, and development of the Request for Qualifications.
11. Issued Technology Consultant RFQ on 10/1/07. RFQ responses due October 22, 2007.
12. Negotiated A & E fee with HDR architects. Completed negotiations of fee for Architectural Design, Structural Engineering, Mechanical Engineering, Electrical Engineering, Plumbing Engineering, Civil Engineering, Landscape Architectural design, Food Service design and Security System design for all areas that will house prisoners. Agreed on fee is within the bond budget.
13. Began initial interviews and introductions of A & E team to the County and to the Sherriff's staff. Design team conducted two sets of interviews and walk-thru of the existing jail and court's facilities.
14. The Staubach Company(TSC) has completed their initial review of the A & E contract and has forwarded the contract along with TSC's recommended modifications to the County (and City for their portion) for their review and recommended modifications. While the details of the contract are worked out between the county and architect's attorney, a Letter of Intent (LOI) has been issued to the A & E firm to begin the design programming phase. This LOI went before the Commissioner's Court and was unanimously approved. This enabled the County to proceed with the design process while the fine points of the contract are worked out. In the unlikely event that the county and the A & E firm cannot come to an agreement over the details of the contract (not the fee). The county will pay for the programming portion of the design and take this information and provide it to the number two ranked firm and start over with that firm. The information obtained from the original firm will still be good, valid, useful, design information that the second firm would use.
15. Met with Hydrology Consultant, Civil Engineer, County representatives and representatives from the City of Waxahachie. The purpose of this meeting was for the hydrology consultant to put together a proposal to study the flood plain on the county property on the south side of the existing Jail/Sally Port. The City of Waxahachie and Ellis County will share cost on a portion of the hydrology study since the city needs some of the same information.
16. Communication, debriefing, and meeting with the top ranked "non-selected" A & E firms in progress.

- 17. Received RFQ responses from seven (7) different construction management firms. The selection committee reviewed all the responses and created a “short list” of the top three ranked firms according to the written responses. The following firms were the short listed and selected for oral interviews; Balfour Beatty, Yates Construction, and T. S. Byrne Construction. The Selection Committee conducted oral interviews and unanimously ranked Balfour Beatty as the #1 ranked firm. The County and The Staubach Company have negotiated the Pre-construction services fee, General Conditions and Construction Management Fees. Ellis County, The Staubach Company, and The City of Waxahachie are in the process of reviewing the contract with Balfour Beatty.**
- 18. Received Technology Consultant RFQ responses from five different firms on October 22, 2007. The selection committee reviewed all the responses and created a “short list” of the top two ranked firms according to the written responses. The following firms were the short listed and selected for oral interviews; Acuity Consultants and Stravis Technology. The Selection Committee conducted oral interviews and unanimously ranked Stravis Technology as the #1 ranked firm. Ellis County and The Staubach Company is in the process of negotiating design fees.**
- 19. Ellis County, The Staubach Company, and The City of Waxahachie have reviewed the A & E contract and are in the final process of contract review and approval with HDR Architects.**
- 20. Surveying has been conducted along the entire proposed site for the Parking Garage, Courts/Administration Building and proposed Jail addition site. Additional surveying was also conducted along the creek section south of the jail to ensure the new jail addition will be kept out of the flood plain.**
- 21. Representatives of the Ellis County Sherriff’s Department were taken on a tour of a Collin County Jail. This project was executed by HDR Architects and provided some examples of state of the art jail design for the Sherriff’s department to see. They also had the opportunity to discuss jail design issues with Collin County after they have been in operation. They will also be taking a tour of other facilities in order to see some examples of the “best practices” in jail design being utilized to date.**
- 22. HDR Architects have completed all interviews and verification of the master plan programming and is in the process of finalizing the space needs and requirements. Once this process is complete, this information will be used to make a final site determination for the Parking Garage, Courts/Administration Building and Jail Addition. This recommendation will be taken to commissioner’s court for approval and the architects will proceed into schematic design.**

Next Steps

1. Preparing Geotechnical Testing RFP.
2. Preparing Material Testing/Inspection Services RFP.
3. Present final site plan and building placement to Commissioner's Court.
4. Begin schematic design and site plan.
5. Add Construction Manager to the design team for cost analysis/feedback throughout the design process.
6. Add Technology Consultant to the design team and begin work on the Technology Master Plan.

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Citizens Bond Oversight Committee

The Ellis County Citizens' Bond Oversight Committee held its regularly scheduled meeting on Monday, January 7, to hear updates from Jon Vidaurri of the Staubach Company and Ellis County Engineer Joe White regarding current facilities projects. The new courts and detention facilities were approved by voters in a bond election in May, 2007.

Under an interlocal agreement, the City of Waxahachie is building a parking garage as part of the project, with the Staubach Company handling all the facilities as a single project.

Vidaurri told members of the committee that the selection committee has selected Balfour Beatty as its first choice for construction manager at risk, noting contract negotiations are in process. The contract will be presented to the Commissioners' Court when negotiations have concluded.

The selection process for technology and hydrology consultants is also nearing completion, with contracts expected on the Commissioners' Court agenda within the next month.

Representatives from the Sheriff's Department joined members of the project's architectural design firm, HDR, on a tour of the Collin County Jail, which was designed by HDR.

Oversight Committee Chairman Roy Orr thanked two candidates for the office of Sheriff for attending the meeting and promised to make every effort to keep them informed of discussions about the design of the detention center. Monday's discussion centered around the efficacy of direct versus indirect supervision of inmates, as well as the possibility of entering into interlocal agreements with municipalities within the County to house their detainees in the facility.

White told the members that energy efficiency is high on the list of critical design criteria.

"The energy bill for the jail is the largest in our organization," he said. "It is critical to reduce that electric bill as much as possible, such as thinking about the location of the chiller. You can pump from your chiller as far as you want to – but the farther you pump it, the more it will cost."

The next meeting of the Oversight Committee is set for Monday, April 7, 2008 at 6:30 p.m.