



Ellis County Bond Oversight Committee

Kick-off/Orientation Meeting
Agenda

August 20, 2007

Introductions, 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

Ellis County Bond Package

1. County Courts Administration Building
 - a. 78,800 square feet, two-story masonry building, designed in context with the surrounding historical architecture.
 - b. Building to be located on the existing county owned property bounded on the NW by S. Jackson Street, SE by Cliff St., NE by MLK Blvd., and SW by Jefferson St.
 - c. Planned occupants of the new facility;
 1. All the current occupants in the Old Wal-Mart facility including;
 - District Attorney
 - 2 existing County Courts
 - Adult Probation
 - Public Works
 - District Clerk
 - 911 Mapping
 - Fire Marshall

2. the following offices currently located in the historical courthouse;
 - Auditor
 - Purchasing
 - Treasurer
 - Communications
 - Veterans Services
 - Indigent Health Care
 - MIS
 - Human resources
3. the following offices currently located at 114 S. Rogers;
 - Tax Office
 - Homeland Security
 - County Engineer
4. the following offices currently located at 117 W. Franklin;
 - County Clerk
5. the following offices currently located at 111 W. Franklin;
 - Juvenile Probation
6. the following offices currently located at 217 S. Rogers;
 - Elections Office
7. Future Courts
 - Space for 6 court rooms
2. County Jail Addition (separate building)
 - a. 92,000 square feet, 2-3 story, 273 bed minimum, county jail facility.
 - b. Facility was originally intended to be located next to the new administration/courts building. The county is looking at the feasibility of locating the jail addition next to the existing jail on property currently owned by the county.
3. City of Waxahachie Parking Garage (not included in the bond package)
 - a. 138,000 square feet, 3-4 story, 424 car parking garage.
 - b. Garage is to be located next to the new County Courts/Administration building and along S. Jackson Street.
 - c. Entire cost of the parking garage is to be paid by the City of Waxahachie.

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.

Schedule

See attached Schedule.

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.

Next Steps

1. Preparing Construction Manager-at-Risk RFQ.
2. Preparing Technology Consultant RFQ.
3. Preparing Geotechnical Testing RFP.
4. Preparing Material Testing/Inspection Services RFP.
5. Begin Architectural Programming for the Administration/Courts building and Jail Addition.

FOR IMMEDIATE RELEASE August 20, 2007

Prepared by: Ellis County Communications
101 W. Main Street
Waxahachie, TX 75165

Contact: Diana Buckley, 972-825-5087
Diana.Buckley@co.ellis.tx.us

Citizens Bond Oversight Committee meets Executive Board selected

The Ellis County Citizens Bond Oversight Committee held its first meeting on Monday, August 20, with all of the 15 appointed members present.

After allowing time for introductions, with each committee member describing his or her experience and involvement in the community, the committee approved the following members of its executive committee:

Co-Chair: Larry Burns, Waxahachie
1st Vice Chair: John Tabor, Waxahachie
2nd Vice Chair: Scott Jackson, Maypearl
Secretary: Cheree' Barrett, Ferris

Roy Orr of Oak Leaf was appointed chairman of the committee at its formation by a vote of the Commissioners' Court.

As the second order of business, the committee voted to meet quarterly throughout the two-and-a-half-year building project, generally on the first Monday of the quarter, at 6:30 p.m. at the Courthouse. The next meeting will be held on Monday, October 1.

After handling the above business, the committee listened to a report from Jon Vidaurri of the Staubach Company, detailing roles and responsibilities, components of the bond package, budget, schedules and timelines, and recommended construction delivery systems.

Members of the committee asked a number of questions throughout the presentation, which were answered by Vidaurri or by County Engineer Joe White. While not taken verbatim, the following are some examples of the questions and answers heard during the meeting:

Q: What exactly is Staubach Company's role?

A: We are not the construction manager; we are the owner's representative. We have fiduciary responsibility to the owner. Many of our employees are architects and engineers, and we understand how construction works.

Q: Are all bids opened in a public meeting?

A: Yes. Some negotiations have to be handled confidentially in order to preserve the County's competitive advantage.

Q: This is the third or fourth time we have expanded the jail. How far will it take us this time?

A: To 2015 or 2017. Incarceration rates are approximately the same in the entire region, approximately three percent.

Q: Who did the estimates on how many cells we need, etc.?

A: Freese and Nichols, which is a well respected company, primarily known for its work on area dams.

Q: Have you worked under the "construction manager at-risk" process before?

A: Yes. This Courthouse renovation was done with a construction manager at risk and it went well. It offers the best customization, the best controls, and the best quality.

Q: What guarantee do we have that Staubach will perform?

A: We have a written clause in our contract, a guarantee of value. If we do not perform, the owner has the unilateral right to bring our fee down to zero.

Q: Have you ever failed to perform?

A: In 30 years, two companies have asked for their money back, and we returned it.

Handouts provided to the members by Vidaurri are attached.