



**EXHIBIT A**  
**FACILITY CONDITION ASSESSMENT PROPOSAL DETAILS**  
**FARMERS BRANCH, TEXAS**

Attn: Robert Diaz, CPRE  
Parks and Recreation Director  
City of Farmers Branch  
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RE: Facility Condition Assessment Proposal

Lockwood, Andrews & Newnam, Inc. (LAN) submits the following Scope of Work detailing proposed services to be provided to the City of Farmers Branch (The City). **Work detailed pertains to facility condition assessment (FCA) services associated with select City facilities (see Exhibit A for list of locations).**

**INTENT**

The purpose of services proposed is associated with the City's intent to gain a comprehensive understanding of named City facilities through a Facility Condition Assessment (FCA) of the buildings identified in Exhibit B.

**SCOPE AND DELIVERABLE**

***Facility/Property Condition Assessment***

The scope of work includes physical assessment of 21 separate facilities located throughout the City of Farmers Branch. The facilities consist of construction dates between 1856 and 2023 and range in size from approximately 480 SF to 75,000 SF.

FCA scope will include review of existing requirements associated with the condition building systems in place at the time of the assessment. The physical assessment will be accompanied by data input into the Facility Condition Assessment software, VFA.facility. Resulting metrics and reports available from the software will be provided as the deliverable of this work.

Sope/deliverables will include:

1. Conduct site visits to review the condition of properties as follows:
  - a. Mechanical Systems (Heating, Ventilation, and Air Conditioning)
  - b. Electrical Systems
  - c. Plumbing Systems
  - d. Building Envelope
  - e. Roofing (type, age, general condition)
  - f. Interiors (limited/general based on visual coverage of 25% of interior spaces)
  - g. Appliance Evaluation (limited/general based on visual coverage of 25% of appliances)
  - h. Accessibility (limited/general, see exclusions specific to ADA)
  - i. Fire and Life Safety



## 2. Software

- a. Electronic Database
  - i. Data input into the Facility Condition Assessment software, VFA.facility, exportable for use by the City.
  - ii. Database available for use for up to one year; additional annual expense incurred thereafter if data is to be maintained (see exclusions).
- b. Training
  - i. 2-time classroom-style coaching sessions specific to software used for assessment (virtual sessions suggested).

## 3. Project Planning and Development

- a. Strategic project planning, packaging, and development based on a five-year projection of current and future facility deficiencies. Needs for new, expanded, and/or replacement facilities identified. Includes involvement with and input from department stakeholders.
  - i. A total of three, two-hour meetings (each) is anticipated by LAN (virtual sessions anticipated).
- b. Specific project planning and development will leverage use of electronic database and software capabilities.
- c. Engagement includes:
  - i. Long-range planning
  - ii. Project prioritization development
  - iii. Ranking strategy of deficiencies
  - iv. Funding-options-based planning
  - v. Current and future facility needs
  - vi. Needs for new and/or expanded facilities
  - vii. Stakeholder involvement (anticipated to include Parks and Recreation Department Director and stakeholders from within the department)

### **SCHEDULE**

Site visits to be conducted at a coordinated time between LAN and the City; based on an agreed schedule between parties.

### **FEE**

**The proposed fee for services described herein is a lump sum of \$150,000.** All project related expenses anticipated during the provision of these services are included in the lump sum fee noted above.

### **EXCLUSIONS**

Given the nature of the proposed work it is critical to identify some exclusions or limitations of the services proposed. The following are available through LAN upon amendment or separate authorization:

- Destructive investigation or assessment of the facilities.
- Assessment of property or site infrastructure beyond the footprint of the buildings included in the scope.
- Engineering and/or architectural design (plans, specifications, etc.)
- Inclusion of data sources and/or database/software management outside of the control of LAN (i.e. computerized maintenance management software (work orders), facility space studies/utilization, project/program management software, energy-related metrics, etc.)



- This lump sum fee excludes the cost of square footage added to the VFA.facility database on an annual license cost basis; additional cost for annual maintenance would be incurred with continued data hosting.
- Third-party testing by others.
- Buried infrastructure and franchise utility assessment.
- Detailed study of Accessibility/Americans with Disabilities Act (ADA) Assessment Compliance.
- Detailed site paving, grading, drainage, traffic, and walkway/sidewalk assessment.
- Cost estimates and budgeting exercises for project requests and/or funding requirements that may be identified above and beyond the services described within this proposal; for example, construction of a new facility and/or property acquisition, etc.

Services included in this agreement are anticipated to commence at a time convenient for both all parties in conjunction and with input of the City. We appreciate the opportunity to serve the request of this proposal!

Jeff Thomas, PE, CEM, CEA, CHC  
Vice President, Business Group Director  
November 7, 2025



**EXHIBIT B**  
**FACILITY CONDITION ASSESSMENT**  
**CITY FACILITIES INCLUDED IN ASSESSMENT**  
**FARMERS BRANCH, TEXAS**

Facility	Year Constructed	Current Age	Facility Life Expectancy	Years Remodeled	Square Footage
<b>Main Facilities</b>					
City Hall	1989	36	50	Partial 2024	58,600
Justice Center	1995	30	50	2025	37,000
Senlac Service Center	1967	58	50	2025	13,000
Keenan Bridge Service Center	2020	5	50		16,800
Manske Library	1975	50	50	2022	44,000
Fire Station 1	2011	14	50		12,069
Fire Station 2	2019	6	50		6,325
Fire Administration/Fire Station 3	2007	18	50		19,800
FB Community Recreation Center	2001	24	50	2022	60,603
The Branch Connection	1999	26	50	2025	22,400
<b>Unique Facilities</b>					
Margaret Young Natatorium	2011	14	30		8,000
Frog Pond (Outdoor aquatics)	2011	14	20		
Dodson House-Historical Park	1937	88	50		2,741
Gilbert House-Historical Park	1856	169	50		1,712
Victorian House-Historical Park	1885	140	50		13,333
Depot-Historical Park	1877	148	50		1,395
General Store-Historical Park	2012	13	50		950
Venue 1842-Historical Park	2023	2	50		8,147
Museum Store	1937	88	50		480
<b>City Owned Facilities - Managed by 3rd Party</b>					
Stars Center	2004	21	50		75,000
Firehouse Theater	1958	67	50	Partial 2019	7,700
				<b>Total</b>	<b>410,055</b>