

Dear [Senior Leader's Name],

I'm writing to bring to your attention a potential vulnerability in our facility management strategy: the absence of a comprehensive Facilities Condition Assessment (FCA). While we diligently address immediate maintenance needs, a proactive, data-driven approach is essential for mitigating long-term risks and ensuring the sustainability of our facility.

Without a clear understanding of the overall condition of our building systems, we risk:

- **Unexpected System Failures:** Aging infrastructure and deferred maintenance can lead to sudden and costly breakdowns, disrupting patient care and impacting operations.
- **Reactive vs. Proactive Spending:** Addressing emergencies is far more expensive than planned maintenance. An FCA allows us to shift from reactive to proactive spending, optimizing our budget.
- **Compliance Gaps and Potential Penalties:** Without a systematic assessment, we may be unaware of potential compliance issues, exposing us to fines and reputational damage.
- **Hindered Strategic Planning:** Inaccurate or incomplete information about our facility's condition can lead to poor decisions about renovations, expansions, and capital investments.

A Facilities Condition Assessment provides the data we need to address these risks proactively. It offers a comprehensive evaluation of our building systems, identifies areas of concern, and provides cost estimates for necessary repairs and upgrades.

I believe a discussion about the value of an FCA is crucial for ensuring the long-term health and sustainability of our facility. I'd be happy to provide you with more information about the process and potential benefits at your convenience.

Thank you for your time and consideration.

Sincerely,

[Your Name]