

**MINUTES of the
PUBLIC WORKS COMMITTEE**

Meeting held: Wednesday, September 5, 2018
Leawood City Hall- Main Conference Room, 7:30 AM

COMMITTEE MEMBERS PRESENT:

Andrew Osman, CHAIR and Councilmember Ward 1
Julie Cain, Vice Chair, Councilmember Ward 4
Drew Alingh
Ken Conrad
Abbas Haideri
Todd Alan Harris
Marsha Monica
Jim Rawlings, Councilmember Ward 2
Christopher White

ABSENT:

Chuck Sipple, Councilmember Ward 3

STAFF PRESENT:

David Ley, P.E., Director of Public Works
Julie Stasi, Public Works Admin. Services Manager, Sr.

Vice Chair Cain called the meeting to order at 7:35 AM. Chair Osman was unable to begin the meeting and had asked Vice Chair Cain to call the meeting to order due to his late arrival.

FIRST ITEM OF BUSINESS (OLD BUSINESS): Review/approve the previous meeting Minutes.

ACTION: Marsha Monica- Motioned to approve the Minutes of the Public Works Meeting of May 2, 2018. Christopher White-Seconded the motion to approve the Minutes. All members present were in favor. **Motion passed. Minutes Approved.**

SECOND ITEM OF BUSINESS (NEW BUSINESS): Design Consultant Selection for the 2019 Residential Reconstruction Project and the 2019 Lee Boulevard, 95th to 103rd Design.

Committee Members received packets prior to the meeting in order to review the request for proposal (RFP) packages along with a score sheet for each proposal. Five companies were sent RFP's and all five responded. The companies were: (in alphabetical order) Affinis Corporation, BHC Rhodes, Continental Consulting, Olsson Associates, and Walter P. Moore.

David Ley advised that we were looking for a recommendation on the top two consultants in order to enter into an Engineering Design Contract for the 2019 Residential Street Reconstruction Project and for the 2019 Lee Boulevard Project. Staff looks at who has worked in the City in the past and who has worked at local municipalities and done a good job. Staff narrows it down initially and then from that we ask that the Committee members read through the packets and complete rankings based on what you feel is the best from what each firm has to offer. We have worked with all of these firms except Walter P. Moore. Walter P. Moore has done a lot of work for Overland Park, Kansas. We feel any of these five (5) firms would do a great job.

Score cards were collected and tallied.

Top scores went to Continental Consulting-first place, BHC Rhodes-second place.

ACTION: Marsha Monica Motioned that the Committee recommend to Council the Committee's number one choice of Continental Consulting for the 2019 Residential Reconstruction Project and the second place company, BHC Rhodes for the 2019 Lee Boulevard Design Project. This Motion was also based upon staff's recommendation that the two projects be offered to the top two selected companies.

Todd Harris-Seconded the motion. Member Conrad abstained from the vote due to a conflict of interest. All other remaining members present were in favor. **Motion passed.**

Vice Chair Cain explained to Chair Osman when he arrived that the group discussed the merit/ranking system and how difficult it is sometimes on paper vs experience vs knowing the dollar amount/budget. Reviewing how the selection process works and perhaps refined or tweaked for future selections.

VICE CHAIR Cain adjourned the meeting at 8:34 A.M.

Consultant Selection		Project: 2019 Residential Reconstruction Design					
SCORE CARD							
Wednesday, September 5, 2018							
		<i>Companies listed in alphabetical order.</i>					
Public Works Committee Members NAMES NOT SHOWN	Affinis Corp	BHC Rhodes	Continental Consulting	Olsson Associates	Walter P Moore		
	72	85	93	77	71	Order of Score	
	did not vote	did not vote	did not vote	did not vote	did not vote	620	Continental Consulting
	Not Present	Not Present	Not Present	Not Present	Not Present	615	BHC Rhodes
	84	84	96	96	86	611	Affinis Corp
	95	96	100	77	78	589	Olsson Associates
	Abstain	Abstain	Abstain	Abstain	Abstain	583	Water P Moore
	84	79	87	78	73		
	100	97	95	96	100		
	89	89	87	84	92		
	87	85	62	81	83		
TOTAL:	611	615	620	589	583		

Place "Total Points" from score card on this page.

Firm with the highest score is selected.

Leawood Public Works Committee

Minute summary submitted by: Julie Stasi, Admin. Services Manager, Sr.
Leawood Public Works Department