

DeKalb Sanitary District
Friday, December 5, 2014
Board Meeting Minutes

The December 5 Special Meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:00 pm on Friday, December 5, 2014. In attendance were Trustees Dennis J. Collins, Carol B. Zar, and Tim Struthers, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, Assistant Manager, Engineering Mike Holland, P.E., as well as several representatives from Strand Associates, Donahue, Trotter and Associates, Greely and Hansen Engineers, and Baxter and Woodman.

President of the Board Collins called the meeting to order.

Trustee Zar moved approval of the December 5 Special Meeting agenda, Trustee Collins seconded. The motion carried.

Strand Associates (Scott Sterns, Randy Wirtz, Troy Larson, and Troy Stinson) presented their firm's qualifications, project team, relevant project experience, and project approach.

Donahue (Craig Burnner, Eric Cockerill, Michael Harvey, Leon Downing, and Nathan Cassity) presented their firm's qualifications, project team, relevant project experience, and project approach.

Trotter and Associates and Sub-consultant Greely and Hansen (Scott Trotter, Bob Bensen, Chris Marchinke, Andy Richardson, and Brian Goldman) presented their firms' qualifications, project team, relevant project experience, and project approach.

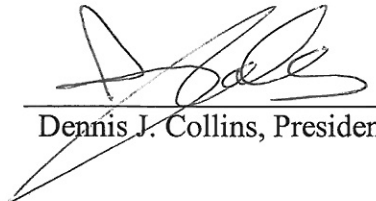
Baxter and Woodman (Derek Wold, Carl Fisher, Brent Perz, and Chris Sosnowski) presented their firms' qualifications, project team, relevant project experience, and project approach.

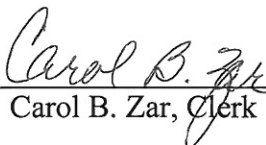
After the four presentation interviews were completed the Board of Trustees and staff discussed the attributes of each of the design teams. The firms were scored with the following results.

		Strand Associates	Donohue & Associates	Trotter & Associates	Baxter & Woodman
Board	Project Team	8	5	7	7
	Relevant Experience	9	7	8	8
	Project Approach	8	6	8	8
	Overall Impression	8	5	8	7
	Total Score	33	23	31	30
Eddington	Project Team	8	6	7	9
	Relevant Experience	9	7	6	8
	Project Approach	8	7	6	9
	Overall Impression	8	7	7	9
	Total Score	33	27	26	35
Holland	Project Team	8	7	7	9
	Relevant Experience	10	7	6	9
	Project Approach	9	7	6	10
	Overall Impression	8	7	7	9
	Total Score	35	28	26	37
Olsen	Project Team	8	6	7	9
	Relevant Experience	9	7	6	8
	Project Approach	8	7	7	9
	Overall Impression	8	7	7	9
	Total Score	33	27	27	35
AVERAGE SCORE		33.7	26.0	28.0	34.0

There was a discussion of the results and Trustee Collins authorized Mark Eddington to commence contract negotiations with Baxter and Woodman. He further continued that if staff had any questions at all whether or not Baxter and Woodman's initial offer was unreasonable that negotiations should then commence with Strand Associates.

Trustee Collins moved to adjourn the meeting. Trustee Zar seconded. The motion carried.


 Dennis J. Collins, President


 Carol B. Zar, Clerk