

Capital Improvements Minutes

Honorable Council
City of Newark, Ohio
October 31, 2012

The Capital Improvement Committee met in Council Chambers on October 29, 2012 following the regularly scheduled Service Committee. These members were present:

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| Duke Frost, Chair | Shirley Stare |
| Ed Houdeshell | Jeff Rath |
| Rhonda Loomis | |

1. Ordinance No. 12-38 ranking professional design firms and authorizing the Director of Public Service to negotiate an agreement for architectural services for fire station construction projects was considered.

Director Spurgeon- stated that they did a search and that everything was in accordance with the Ohio Revised Code (ORC), they sent out the RFQ's, got those in and measured them , met with the top three, the Committee ranked them as shown in Exhibit A. He stated that any of the three could do a fine job; however they have narrowed it down to two local firms who could do an exceptional job, of those two firms one was really outstanding in their preparation and research. The firm really impressed the Committee therefore their recommendation is Exhibit A.

Mr. Frost- asked Director Spurgeon to briefly describe the ranking process and who was involved.

Director Spurgeon- the guidelines are clearly set forth in the ORC. They sent out a Request For Qualifications (RFQ), the firms sent back references and information on the services they can provide. He chose a committee of 5, gave them a copy of the law and told them to rank the firms from 1-5, 1 being the best. He scored the results, narrowed it down to 10 and interviewed the top 3. Members of the first committee were himself, Law Director, Service Director, City Engineer, and the Fire Chief. Members of the second committee were himself, Service Director, City Engineer, Director Mauter and the Mayor.

Mr. Frost- Exhibit A then is the order which the top three were ranked

Director Spurgeon- stated Exhibit A is the order of the top three with McAnally being number one.

Law Director- stated that if this ordinance does pass it doesn't mean that a contract will be awarded to anyone on the list. It simply means Director Rhodes can meet with the number 1 firm and attempt to enter into a contract. If for any reason that doesn't work out through good faith effort then they can move on down the list.

Mr. Frost- inquired as to whether go through the entire list

Law Director- stated that the ORC says and on from there. If one of the vendors are not

comfortable the whole process can start over.

Lesia Best- asked if design falls into any of the categories and what criteria is used

Law Director- stated that the criteria is outlined in the ORC

Lesia Best- asked again if design was part of the criteria

Law Director- stated that the criteria is confidence, ability, experience and other

Lesia Best- so design doesn't fall into it at all

Law Director- not specifically, that is not what is being measured, they haven't even submitted design. They are determining which architect is best suited to meet the City's needs or that we are most comfortable with then Director Rhodes enters into discussion about what their services may entail. Design is the next step.

Mr. Guthrie- asked Director Spurgeon about the experience of the firms regarding fire stations.

Director Spurgeon- stated that all candidates have extensive experience.

Motion by Mr. Rath, second by Mrs. Loomis to send to full Council

Motion was carried by a vote of 5-0.

2. Consider Resolution No. 12-88 appropriating monies for the current expenses of the municipal corporation.

Director Rhodes- this is some remaining Capital Improvements funds that they want to use to purchase a new sign for Cedar Hill, T.J. Evans, Levin, a Soil Compactor, 3 Chainsaws, remodel a bathroom remodel, purchase a generator and a power sprayer.

Motion by Ms. Stare, second by Mrs. Loomis

Motion was carried by a vote of 5-0.

Duke Frost, Chair