

NOTES OF A COMMITTEE MEETING HELD
NOVEMBER 5, 2012, AT 8:00 A.M. IN THE
CITY COUNCIL CHAMBERS, 401 VIRGINIA, NEW MEADOWS

1. Roll Call

The meeting came to order at 8:00 am with the following present; Council Member Gina Mencer, Council Member Angie Moore, Public Works Supervisor Doug Buys, City Clerk Jacob Qualls & Consulting Engineer Mr. Wendell Higgins (QBS Volunteer).

2. Review of Engineering Firms

The committee reviewed each of the proposals submitted; Civil Survey Consultants, Crestline Engineers, Horrocks Engineering, PEC Engineering, Precision Engineering, Riedesel Engineering, & TD&H Engineering.

The committee discussed the various proposals and decided they would like to interview two of the firms; Crestline Engineering & TD&H Engineering. It was decided that oral interviews would take place the week of November 12, 2012. This would cause the final selection of the firms to be pushed back. Some of the reasons for selecting these two firms were because of their detail in following the directions of the request, references, specific staff qualifications, among the other desired qualifications. Their proposals were also clear, concise, and easy to read.

QBS Volunteer Mr. Higgins suggested that the committee think about questions they would like to ask during the interview process. Some of those questions might relate to budget overruns and how distance might play into the quality of work and communication with the city.

3. Adjourn

The meeting was adjourned at 8:58 am.

Respectfully submitted

/S/ Jacob Qualls
Jacob Qualls, City Clerk / Treasurer