

**MINUTES OF TOWN OF BARNES
ROADS AND RIGHT OF WAY COMMITTEE MEETING
February 23, 2015**

Bob Lang, Dan Stein, Greg Martin and present.

Meeting called to order at 1:00 PM.

Agenda Approved Stein/Martin. Passed

Motion to allow comments and questions from elected members of the Town Board during the consultant selection and contract negotiation process for the Lake Road project, if such input and questions are consistent with the current discussion and the QBS selection process. Stein/Martin Passed

Developed final consultant selection criteria and weightings for the Lake Road project. Lang/Martin Passed (copy below)

Determined it would be beneficial to move next meeting after interviews up to Wed, March 4 if acceptable to Tom Krob and Tom Emmerson.

Held a preliminary discussion of items we would wish to include within the scope of services provided by the engineering consultant. These would include the Bidding Process and the setting of grades and culvert sizes for the entire project. It was also determined we would like to utilize Town personnel as the on-site superintendent, and survey assistant to any extent this can be coordinated with the consultant.

Meeting adjourned at 2:45 PM.

Respectfully submitted by Dan Stein, Acting, Chair

RATING CRITERIA – FINAL SELECTION OF LAKE ROAD ENGINEERING CONSULTANT

- Explain General Project Approach and Methodology. (10 POINTS)
- Identify elements within our Engineering Related Services Doc. that could be modified or eliminated and/or identify possible Exceptions to Standards that could be requested. (10 POINTS)
- Identify possible alternate approaches to adjust the Project Scope as the project develops - to stay within our fixed budget. (10 POINTS)
- Identify possible uses of Town Staff to help control costs during Design and Construction. (10 POINTS)
- Explore possible use of local L.S. Firm if determined to be cost effective. (Bob Lang had previously discussed this project with Heart of the North Surveying of Hayward WI, and

they indicated they have performed extensive previous work in the area.

(ILLUSTRATION OF PROTECTING TOWN INTEREST - 10 POINTS)

- Identification of their staff to be used with their roles and level of involvement. (10 POINTS)
- Identify their approach to property right acquisition procedures - if that becomes necessary. (10 POINTS)
- Suggest how to best determine the mix of dollars allocated to Engineering vs Construction to optimize the overall project. (10 POINTS)
- Our overall impression of their Corporate Culture as it relates to being our advocate and partner in this project. (20 POINTS)