



POOL/RECREATION CENTER STEERING COMMITTEE AGENDA

May 11th, 2022

***THE POOL/RECREATION CENTER STEERING COMMITTEE SHALL HOLD A MEETING IN
THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN STREET,
BEGINNING AT 5:30 P.M.***

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES – Pool/Recreation Center Steering Committee Minutes – April 26th, 2022.**
- 6. UPDATED SALES TAX REVENUES**
- 7. NEW BUSINESS**
 - A. Request for Proposals (RFPs) Interviews
 1. Top 3 A/E Services Interviews
 - LK Architecture –
 - SJCF -
 - Hanney & Associates -
 2. Top 3 CM Services Interviews
 - Dondlinger –
 - Hutton -
 - McCown Gordon -
 - B. Discussion, Scoring & Potential Action on recommendations to City Council
 - C. General Discussion
- 8. ADJOURN**

All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.

At any time during the meeting, the Pool/Recreation Center Steering Committee may meet in executive session for consultation concerning several matters (real estate, litigation, non-elected personnel and security).

This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Administrator in a timely manner, at bclark@valleycenterks.org or by phone at (316)755-7310 ext. 105.

For additional information on any item on the agenda, please visit www.valleycenterks.org or call (316) 755-7310.

Pool/Recreation Center Steering Committee
April 26th, 2022
Valley Center City Hall
121 S. Meridian Street

City Administrator Brent Clark called the meeting to order at 6:04 p.m. with the following members present: Matt Stamm, Sean Miller, Cory Gibson, Roger Stewart, Andy Quandt, Janet O'Donnell, Neal Owings, and Blake Peniston.

Members Absent: Richard Ranzau, Melissa Fehrenbach, Chris Evans, and Danny Park

Public Attendees: Kyle Lang

APPROVAL OF THE AGENDA

Owings moved to approve the agenda as presented, seconded by O'Donnell. Vote yea: unanimous. Motion carried.

APPROVAL OF THE MINUTES

Stamm moved to approve the minutes of the February 16th, 2022, committee meeting as presented, seconded by Stewart. Vote yea: unanimous. Motion carried.

NEW BUSINESS-

A. Discussion and Review of Request for Proposals (RFPs) Received

City Administrator Brent Clark gave a brief overview of the RFPs that were received. The committee had received six (6) firms' submittals on the Construction (CM) Services RFP and five (5) firms' submittals on the Architect/Engineer (A/E) Services RFP. The committee independently scored the submittals and Clark stated he received seven (7) score sheets back on the CM RFPs and six (6) score sheets back on the A/E RFPs. It was stated that Sean Miller had a conflict and did not score the A/E RFPs. Clark presented the overall master scoresheet for both RFPs. Discussion only and no action taken.

B. Discussion and Potential Action on Next Steps with RFPs

City Administrator Brent Clark introduced the topic and there was a brief discussion on how to proceed forward as well as the number of firms that the committee would like to interview. The week of May 9th, 2022, was advertised on the RFPs to conduct the interviews. Stamm made a motion to select the top three (3) highest scoring firms on the CM RFP and A/E RFP to interview with the committee, seconded by Owings. Vote Yea: Unanimous. Motion carried.

C. General Discussion

No comments were made.

Stamm moved to adjourn, seconded by Owings. Vote Yea: Unanimous.

ADJOURN - Meeting adjourned at 6:26 PM.

/s/ Brent Clark, City Administrator

Sales Tax Revenue

Date	Description	Actual Amount	Original Projection
5/24/2021	REVENUE	\$2,796.38	\$33,333.00
6/24/2021	REVENUE	\$50,133.74	\$33,333.00
7/27/2021	REVENUE	\$54,058.72	\$33,333.00
8/25/2021	REVENUE	\$54,420.12	\$33,333.00
9/27/2021	REVENUE	\$67,718.10	\$33,333.00
10/26/2021	REVENUE	\$63,900.01	\$33,333.00
11/24/2021	REVENUE	\$62,245.80	\$33,333.00
12/27/2021	REVENUE	\$82,796.90	\$33,333.00
1/26/2022	REVENUE	\$69,368.47	\$33,333.00
2/23/2022	REVENUE	\$76,323.21	\$33,333.00
3/28/2022	REVENUE	\$66,298.28	\$33,333.00
4/27/2022	REVENUE	\$62,895.17	\$33,333.00
	Totals	\$712,954.90	\$399,996.00

Firm Interviews

Presentation - 10 minutes

Q & A – 5 minutes

A/E Services

5:35pm to 5:50pm – LK

5:55pm to 6:10pm – SJCF

6:15pm to 6:30pm – Hanney & Associates

CM Services

6:35pm to 6:50pm – Dondlinger

6:55pm to 7:10pm – Hutton

7:15pm to 7:30pm – McCown Gordon

Pool/Recreation Committee A/E Services Interview Questions

5-11-2022

FOLLOW-UP QUESTIONS: (If any of these are addressed in the presentations, we will skip over them)

1. How will your firm engage the committee and community for input during this next phase? What are some methods you would use? How will you engage people who wouldn't otherwise be engaged?
2. What measures will you take to reduce costs while delivering a quality product at or below the guaranteed maximum price (GMP)? How do you work with the Construction Manager throughout the process and what experience do you have with our approach?
3. Please discuss how your firm will address the committees concerns that may arise due to design and/or construction issues. How often do you expect to meet with the committee or designated members throughout the entire process?
4. What do you perceive as the biggest challenge with this project?
5. Does your firm have the capacity to meet tight deadlines? Why should we hire you over another firm?

Pool/Recreation Committee Construction Services Interview Questions 5-11-2022

FOLLOW-UP QUESTIONS: (If any of these are addressed in the presentations, we will skip over them)

1. How will your firm engage the committee and community for input during this next phase? What are some methods you would use? How will you engage people who wouldn't otherwise be engaged?

1. What measures will you take to reduce costs while delivering a quality product at or below the guaranteed maximum price (GMP)? How do you work with the Construction Manager throughout the process and what experience do you have with our approach?

2. Please discuss how your firm will address the committees concerns that may arise due to design and/or construction issues. How often do you expect to meet with the committee or designated members throughout the entire process?

3. What do you perceive as the biggest challenge with this project?

4. Does your firm have the capacity to meet tight deadlines? Why should we hire you over another firm?