

Special Board of Education Meeting

Dec. 12, 2011

District Office

Members present:

Paul Baer

Gary Haas

Mike Harter

Bill Layman

Jim Lopresto

Marvin Meddows

Members absent:

Chris Gray

Administration present:

Karen Buehler

President Mike Harter called the meeting to order at 7:23 PM.

The board met to evaluate the request for qualifications for construction managers (CM) for the construction of a new elementary school in District #9 and develop a "short list" of firms to interview. The firm selected will work on an "if/come" basis. This means they will do some of the ground work for the project, including site analysis, preliminary design and assist in architect selection. The firm will not receive compensation for their work unless/until the district receives state funds for construction. If/when that happens the firm selected will become the paid construction manager for the elementary school building project.

Firms selected for interviews were: Holland, Impact Strategies and Korte. Paul Baer and Marvin Meddows will check with members of the Lebanon Board of Education who worked with Poettker Construction when the Jr. High building was built. If reports from these individuals are favorable Poettker will also be interviewed. Firms we will not interview for CM services are: Sitton, McCarthy, Brinkman, and Loyett.

Questions that will be asked during the interview include the following.

- 1) What services will the firm provide without an assurance that funding will be available?
- 2) How do you address DBE, MBE and WBE?
- 3) How will you handle problems that arise during construction?
- 4) What is your bonding capacity? How much do you currently have in outstanding bonds?
- 5) Please bring a "snap shot" of your firm's financial picture with you to the interview.
- 6) Provide a list of subcontractors and suppliers you plan to use with contact information.
- 7) How do you select an architect?
- 8) How do envision the bidding process going?
- 9) Mr. Layman will provide additional questions as needed. The board members will be provided the list of questions for review and revision before the interviews occur.

Dates for interviews will be set at the Dec. 14th regular board of education meeting. Dates under consideration for meeting are Jan 17, 19, 24, 26, and 31st. Each firm will be asked to limit their presentation to 40 minutes.

Bill Layman moved and Paul Baer seconded to adjourn the meeting at 8:59 PM. All voted yes. Meeting adjourned at 8:59 PM.

Respectfully submitted,

Mike Harter, President

Karen Buehler, Secretary Pro Tem