

CONSULTANT SELECTION COMMITTEE MEETING  
APPROVED MINUTES

October 2, 2009

DIRECTORS PRESENT: Dan Wilkins and Lou Reinkens

STAFF PRESENT: Matt Homolka, District Engineer  
Tony Laliotis, Director of Utilities  
Jim Dykstra, Director of Accounting

1. Call to Order

The meeting was called to order at 8:00 a.m.

2. Public Forum

There was no comment.

3. Lake Forest Improvement District – Final Design and Construction Documents –  
Professional Engineering Consultant

Members of the committee reviewed the original Request for Proposals and the criteria by which the proposals were evaluated. Staff then reviewed and the committee discussed each proposal that had been submitted. Proposals were received from Auerbach Engineering Corp., K.B. Foster, Inc., and Ferrell Civil Engineering. No proposal was received from Gary Davis Consulting Engineers as they partnered with Auerbach Engineering Corp.

Staff answered questions of the committee and, at the end of discussion, recommended Auerbach Engineering Corp. (AEC) as the most qualified firm for this project. Further discussion ensued regarding the merits of each consultant and the committee selected AEC as the most qualified firm.

Staff was directed to meet with AEC to refine the proposal scope of work and the fee estimate. Staff will bring the final contract to the Board for approval at the regular October 27<sup>th</sup> Board meeting.

4. Adjournment

The meeting adjourned at 9:30 a.m.

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Ginger Charlton, District Clerk