PUBLIC WORKS COMMITTEE
Meeting Agenda
September 21, 2020

Attendance: **Scott Gehring, Chair**
Tom Henning, City Council
Traci Theis, City Council (sub. for Chris Hilberg)
Tom Moeller, City Manager
Lori Thompson, Assistant City Manager

The meeting was called to order at 3:45 PM.

1. **City Engineering Contract.** Mr. Gehring called for discussion regarding seeking proposals for the City Engineering Contract. He indicated that Brandstetter Carroll has been in this capacity since 1988 and he would like to seek proposals from other consultants for 2021. Mr. Moeller has prepared a draft Request for Proposals/Qualifications which can be used to solicit these professional services. After some discussion, the committee agreed to proceed with the process and directed Mr. Moeller to advertise for the RFP/RFQ in advance of next year.

2. **Landscape Architectural Services.** The committee discussed seeking proposals from landscape architectural firms to provide design consultation for future projects such as the gateways at Camargo/Euclid Intersection and the Roundabout at Miami/East Galbraith along with the potential changes to Miami Avenue. Mr. Henning noted the importance to be consistent in the design concepts to create a unified branding of these projects. Mr. Moeller noted that an RFP can be developed to assist the committee and City Council in selecting a consultant firm which can develop the design concepts along with being part of the design team for each individual project. The committee directed Mr. Moeller to prepare and RFP/RFQ for these services and advertise it as soon as possible.

3. **McDonald Commons Master Plan.** The committee discussed the need to assist the Park Board with this process by engaging a consultant to develop a Master Plan for the park. There are major improvements desired at this facility along with some significant infrastructure improvements such as the installation of a large culvert pipe to create additional space on the north end of the property. There was also discussion about employing the same branding and design concepts discussed under the previous topic. After further discussion, the committee agreed that if a design firm which can develop the Master Plan and provide services for landscape design relative to other infrastructure projects can be hired, that would best serve the needs for the community. Mr. Moeller will develop an RFP/RFQ that attempts to find a firm capable of both park design and other landscape design services.

The meeting was adjourned at 4:20 PM.

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Scott Gehring, Chair