

RFP STEERING COMMITTEE MINUTES

Committee Date: March 1, 2018
Present: Mayor Nunzio Pulice
Alderman Art Woods
Absent: Alderman Mike Susmarski
Also Present: Jeff Mermuys, City Manager
Matt York, Public Works Director
Ed Cage, Community Development Director
Kate Buggy, Management Analyst

I. CALL TO ORDER

Mayor Pulice called the meeting to order at 6:05 p.m.

II. ROLL CALL

Ms. Buggy took roll call.

III. BUSINESS ITEMS

No report.

IV. REPORT AND RECOMMENDATION:

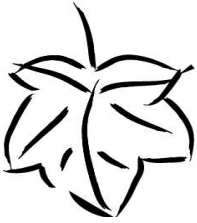
A. Discuss the Request for Proposals (RFP) sent out by City of Wood Dale.

The Committee discussed the RFP that was issued on January 29, 2018 for professional engineering services for the FY19-FY20 Road Projects. The City received twelve proposals in response to the RFP.

B. Review the Proposals

The Committee reviewed the proposals that were submitted by the following firms: BLA, Inc.; Christopher B. Burke Engineering, Ltd.; Clark Dietz; Engineering Resource Associates; Graef; Greenberg Farrow; Hampton, Lenzini and Renwick; Hancock Engineering; Primera; Robinson Engineering; Thomas Engineering. Ms. Buggy explained that the twelfth proposal, submitted by Baxter Woodman, had been submitted improperly, and at the advice of the City attorney was disqualified from consideration.

The Committee also discussed whether the award should be for just FY19 or FY19 and FY20. Mr. York suggested the project be awarded for both fiscal



years. Alderman Woods agreed and noted that if the City had to rebid next year, the bid would likely be higher.

C. Recommendation

Motion by Alderman Woods to recommend the award of the FY 2019/FY 2020 Road Projects engineering and construction management to Robinson Engineering. Second by Mayor Pulice. Motion carried.

V. ADJOURNMENT

Motion by Alderman Woods to adjourn the meeting. Second by Mayor Pulice. Motion carried. Mayor Pulice adjourned the meeting at 6:17 p.m.

Minutes taken by Kate Buggy, Management Analyst