



RFP STEERING COMMITTEE **MINUTES**

Date: June 20, 2019
Location: Wood Dale City Hall
Executive Session
404 N. Wood Dale Road
Wood Dale, IL 60191
Present: Mayor Nunzio Pulice
Alderman Tony Catalano
Alderman Art Woods
Absent: Alderman Peter Jakab
Also Present: Kate Buggy, Management Analyst
Ed Cage, Community Development Director
Alan Lange, Public Works Assistant Director

I. CALL TO ORDER BY MAYOR

Mayor Pulice called the meeting to order at 6:30 p.m.

II. ROLL CALL

Attendance was taken at the door.

III. BUSINESS ITEM

A. Approval of Minutes

Motion by Alderman Catalano to approve the May 16, 2019 RFP Steering Committee Minutes. Second by Mayor Pulice. Motion carried.

IV. REPORT AND RECOMMENDATION:

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

The Committee discussed the RFP issued by the City on May 24, 2019 for professional services for the 2019 Street Sufficiency Study. Mr. Lange reported that on a five-year basis, the City has contracted with an engineering firm to conduct a Street Sufficiency Study in order to assess the condition of street segments and prepare a maintenance and rehabilitation schedule in accordance with the City's budget. The last study was completed in 2015. He noted that the City has budgeted \$40,000 in fiscal year 2020 to conduct a new study.



B. Review the Proposals

The Committee reviewed the five proposals that were received in response to the City's RFP. Mr. Lange noted that Baxter & Woodman's proposal would incorporate data from the City's Geographic Information System along with city-wide pavement evaluations to help the City develop a five-year pavement improvement plan while taking into account future improvements to other City infrastructure. This would allow for the integration of the roadway network into the City's GIS data to successfully monitor roadway conditions and track repair work.

C. Recommendation

Motion by Alderman Catalano to recommend the contract for the 2019 Street Sufficiency Study be awarded to Baxter & Woodman. Second by Alderman Woods. Motion carried.

V. ADJOURNMENT

Motion by Alderman Woods to adjourn the meeting. Second by Alderman Catalano. The motion carried. Mayor Pulice adjourned the meeting at 6:52 p.m.

Minutes taken by Kate Buggy, Management Analyst