

Open meeting law complied with. Quorum verified.

Call to order:

The RFP Subcommittee meeting was called to order at 1:15 P.M. at the Vilas County Courthouse by Chairman Kathleen Rushlow with the following committee members present: Bob Egan. Ron De Bruyne sat in for Sig Hjemvick, who was excused. Other persons present at various times during this meeting: Linda Thorpe, Sid Samuels, Troy Torgerson, Ken Anderson and David Alleman.

Approve agenda to be discussed in any order by the Chair:

Motion by B. Egan, 2nd by R. De Bruyne to approve the agenda with the agenda order at the Chair's discretion. All voted aye. Carried.

Approve minutes of the August 26, 2009 meeting:

Motion by B. Egan, 2nd by R. De Bruyne to approve the minutes of the August 26, 2009 meeting as presented. All voted aye. Carried.

RFP assistance proposals – contract for services:

The RFP Subcommittee received proposals from three firms previously contacted to provide the Public Property Committee and the RFP Subcommittee with technical assistance in selecting an appropriate architectural and engineering firm to perform the Design Concept phase of the proposed Courthouse expansion. Two of the firms responding stated in writing that current conflicts would preclude their participation. The Samuels Group, represented by S. Samuels and T. Torgerson, presented a written and verbal description of proposed services along with a contract for review and acceptance. Their cost for proposed services is not to exceed \$1,800.00. The Subcommittee discussed the need for the services and the technical services offered. Motion by R. De Bruyne, 2nd by B. Egan to recommend to the Public Property Committee that The Samuels Group be retained to perform the services as described in their presentation and at the cost proposed. All voted aye. Carried. The Clerk was instructed to ask the Corporation Counsel to review the proposed contract prior to acceptance, and to put this issue on the agenda for the next Public Property meeting. The Clerk is also to contact all of the firms that submitted RFP's, announcing that the The Samuels Group would be acting on behalf of the Public Property Committee and the RFP Subcommittee. The Samuels Group will begin the investigative process now, and will offer their recommendations at the next Public Property contingent upon acceptance of their proposed contract.

Letters and Communications:

Nothing presented

Future meeting dates:

No date determined.

Adjournment:

Motion by B. Egan, 2nd by R. De Bruyne to adjourn. All voting aye. Carried.
Meeting adjourned at 1:31 P.M.

Respectfully submitted by:
David R. Alleman
Vilas County Clerk

.