

**Minutes of Meeting
Buildings & Grounds
March 16, 2016
1:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner Marc Eberlein met to discuss the following agenda item. Also present were Major Kim Edmondson, Buildings & Grounds Director Shawn Riley, and Deputy Clerk Alicia Lynch. Also present was citizen Tina Kunishige.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 1:30 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Old Business:** There was no old business discussed.
- D. New Business:**

Jail Expansion Request For Qualifications (RFQ) Scoring

Chairman Green explained that RFQs preceded the contract negotiations with a selected vendor. He lamented that prices were not included in the RFQs. Buildings & Grounds Director Shawn Riley added that Integrus Architecture had neglected to include their non-discrimination statement but that Legal had approved their participation with the stipulation that if selected, Integrus Architecture must supply the statement. Mr. Riley added that one vendor was disqualified due to not meeting the minimum standards.

Commissioner David Stewart joined the meeting at 1:31 p.m.

Major Kim Edmondson said she had given LCA Architects 92 points out of 100 and Integrus Architects 95 points out of 100. She said she rated Integrus Architects higher in the following areas:

- Local contractors and suppliers would be used
- Prior experience with the County
- Budget and schedules information
- Knowledge of mental health needs

Mr. Riley said he gave Integrus Architects 65 points because in his opinion they did not provide enough information to satisfy Section D's requirements. He said he gave LCA Architects 95 points because he favored their experience and the fact that their budget presentation included the expected change order percent.

Commissioner Marc Eberlein said that both companies were reputable and could manage the project, so his scoring focused on accurate cost estimates. He said that he was in favor of Integrus Architects.

Commissioner David Stewart reported that he had scored Integrus Architects 85 points and LCA Architects 98 points. He noted that he had given higher scores to LCA Architects

in every category, and reasoned that they had demonstrated a higher level of ability and complexity.

Chairman Green said he gave Integrus Architects 82 points and LCA Architects 89 points. He explained that Section B had the largest point discrepancy in his scoring, and in his opinion, LCA Architects had a more intimate knowledge of what the County wanted, along with more recent project examples. Chairman Green emphasized that LCA Architects' package featured a similar project to what the County wanted to build, and that LCA's budget was in line with Commissioner Eberlein's estimates.

Mr. Riley asked Major Edmondson if Jail leaders would have issues working with Longwell Trapp Architects, the local partners of LCA Architects. Major Edmondson said she had worked with Longwell Trapp Architects' staff before and she spoke highly of the experience. Mr. Riley added that he had prior issues with change orders from Longwell Trapp Architects, but that he still supported using them.

Chairman Green disclosed that he had rented office space from Gordon Longwell between 1995 and 2006, and that he was acquainted with other Longwell Trapp Architects' employees. He said that their shared history had no impact on his decision.

Commissioner Stewart disclosed that he knew both architectural firms personally as well as professionally, and that he had no bias for or against either company.

Mr. Riley asked if there were any objections to pursuing negotiations with LCA Architects. The Commissioners had no objections.

Chairman Green requested Mr. Riley coordinate with Legal to enter into Request For Proposal negotiations with LCA Architects and to ascertain their fee.

Mr. Riley said he would find out if LCA Architects needed to be officially awarded the opportunity to submit a bid in a Business meeting, and would report his findings.

- E. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Green adjourned the meeting at 2:11 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
