

**Minutes of Meeting
Buildings & Grounds
March 21, 2016
2:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda item. Also present were KCSO Major Neal Robertson, Buildings & Grounds Director Shawn Riley and Deputy Clerk Cecilia Sweet. Also present was citizen Tina Kunishige.

- A. **Call to Order:** Chairman Dan Green called the meeting to order at 2:30 p.m.
- B. **Introductions:** There were no introductions.
- C. **Changes to the Agenda:** There were no changes to the agenda.
- D. **Business:**

Review and Scoring for Post Falls Department of Motor Vehicles (DMV) & Jail Evidence Requests for Qualifications (RFQ)

Chairman Green said that this meeting was to review, evaluate and score six RFQs for the DMV expansion, the evidence storage remodel and the Justice Building. He added that it was not a requirement to award all three projects to one firm.

Buildings & Grounds Director Shawn Riley stated that he had met with Legal and determined one of the RFQs was non-responsive on their evidence and establishment of non-discrimination program.

Chairman Green said that the Board would make a motion whether to consider or remove Longwell + Trapp Architects from the RFQ's selection process.

Commissioner Stewart moved to eliminate the Request for Qualification from Longwell + Trapp Architects due to non-response. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

Commissioner Stewart: Aye
Commissioner Eberlein: Aye
Chairman Green: Aye

The motion carried.

Chairman Green said that the Board would draft a letter to Longwell + Trapp Architects stating why their RFQ was not part of the County's selection process.

Commissioner Eberlein said that there was only one architect firm that provided cost estimates of their completed projects, and he felt, there was value as to how well the company estimated the project's total cost.

Company	Commissioner Stewart	Commissioner Eberlein	Chairman Green	Director Riley	Mean Total
Architects West	99	96	93	75	90.75
Design West Architects	58	78	93	55	71
H2a Architects	100	87	82	90	89.75
Miller Stauffer Architects	94	73	90	35	73
Santec	36	78	84	25	55.75

The Board discussed the RFQ's pros and cons at length.

Chairman Green suggested offering H2a Architects the evidence remodel and the Justice Building, and offering Architects West the DMV expansion.

Commissioner Eberlein moved to recommend Architects West for the DMV expansion and H2a Architects for the evidence remodel and the Justice Building. Commissioner Stewart seconded the motion. There being no further discussion, Deputy Clerk Sweet called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

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 3:18 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Cecilia Sweet, Deputy Clerk
