



CWDAC RFQ REVIEW SUB-COMMITTEE – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room, City Hall, 288 Central Avenue
Meeting Date: Thursday, March 15, 2018
Meeting Time: 4:00 PM

PRESENT: Dana Lynch, Sean Fitzgerald, Matt Cox, Norm Fracassa

STAFF PRESENT: Steve Bird

1. Meeting was called to order by Lynch at 4:00 pm.

2. Approval of Minutes from January 11, 2018

Fitzgerald motioned to approve the minutes as presented, Fracassa seconded. Vote: 4 in favor, none opposed.

3. Citizens Forum: No citizen input.

4. RFP Discussion and Review of Engineering Cost Estimates and Prioritization

Bird and Lynch reviewed the results from a meeting held the previous day with some City staff to review the draft cost estimates from the consultants. The consensus was that the numbers were quite conservative.

Committee discussed what information to include in the RFP so that the developers would know what projects the City would be able to complete given the TIF funding. Discussed that the expectation is that developers would be required to complete the sidewalks, curbing, street trees and other amenities that are on the side of the new streets abutting the private parcels. Also have to take into account the expenses that have occurred so far for bluff excavation, archeological assessments, and plan design and engineering. The information needs to as complete and accurate as possible given the variables related to plan changes due to permitting requirements and the final costs resulting from the bidding process.

Discussed the desire to check the unit prices against local prices and to compare to costs the City has paid in other construction projects recently.

Discussed the need to have the developers contribute to some of the public improvements if the costs turn out to be higher than the TIF budget. This would be discussed during the negotiation process. Land sales are also a component of the funding that could be used to pay for the TIF bond.

Discussed the need to have a qualified professional hired to oversee the construction of both the public and private improvements.

5. Discussion on Recommendations to CWDAC

The consensus was to list the public improvements in the RFP along with a total budget number, instead of trying to pin down a specific cost for each project. Also list the improvements that the developers would be responsible for. Bird and Lynch would draft the wording and try to have Abramson review it prior to the meeting.

6. Adjourn

Lynch declared the meeting adjourned at 5:15 PM.