

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF AQUATIC FACILITY BOARD ADVISORY COMMITTEE MEETING
JULY 6, 2011**

The Special Aquatic Facility Board Advisory Committee Meeting of the Board of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioners: Considine, Douglass, McKendry

Visitors: Ron Salski (Executive Director)

1. CALL TO ORDER:

Chair Douglass called the meeting to order at 3:30 p.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:
Commissioners Considine, McKendry, Chair Douglass

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Considine, and seconded by Commissioner McKendry to approve the agenda of July 6, 2011. **All in Favor.**

4. STATEMENT OF VISITORS:

None

5. NEW BUSINESS

A. Chairperson Douglass reviewed the process and the four firms narrowed down to potentially receive a Request for Proposal (SRBL, W.B. Olson, StudioGC and Burbach Aquatics, Inc.).

Executive Director outlined the references for each firm. He discussed the experience and references of StudioGC with Councilman-Hunsaker as the Aquatic Engineer, SRBL and Camosy Construction with potentially Innovative Aquatic Design, W.B. Olson and Burbach Aquatics, Inc. Since Burbach rescheduled their interview, the Committee directed Executive Director Salski to review their references before making a final decision. Executive Director Salski mentioned the various conversations with Burbach Aquatics and their concerns with finishing the project on time.

The Committee agreed to choose three firms receiving Chairperson Douglass reviewed each firm and discussed the importance of working with firms who fit the process more than a product. Chairperson Douglass mentioned SRBL and W.B. Olson were designated to receive a RFP and the Committee needs to make a final decision between StudioGC and Burbach Aquatics, Inc. Commissioner Considine asked the pros and cons of sending a RFP to only two firms. Commissioners preferred three firms.

Commissioner Considine discussed the reasons StudioGC should receive the final RFP. Chairperson Douglass discussed the reasons StudioGC should receive the final RFP as StudioGC is focused on the process more than product. Commissioner McKendry mentioned Burbach Aquatics, Inc. would be a better fit with a “new” pool than a repair with this current process.

Commissioner Considine made a motion proposing sending W.B. Olson, SRBL, and StudioGC a RFP packet. Commissioner McKendry seconded the motion. All in Favor. Three AYES.

Commissioners and Executive Director reviewed the Request for Proposal and discussed each page. Commissioners discussed whether to receive professional service costs for Project C, “new” concept design. Commissioners agreed receiving professional costs as it fits a Strategic Plan objective i.e. building credibility in the community.

Executive Director outlined the timeframe and with Commissioner feedback, the interviews will take place August 10 and 11. The Committee is expected to meet Monday, August 8 discussing the proposals and interview questions.

6. VERBAL COMMUNICATIONS

A. Staff - None

7. ADJOURNMENT

There being no further business, a motion was made by Commissioner Considine and seconded by Commissioner Douglass to adjourn the meeting at 4:32 p.m. The motion carried by unanimous vote.

Approved this 18th day of July 2011
Board of Commissioners
Lake Bluff Park District