

Minutes
Facilities, Grounds and Classrooms Committee
Request for Qualifications Subcommittee
Tuesday, November 25, 2008, 3:30 P.M.,
District Office Library

I. Call to Order and Welcome

Mike Chatterton called the meeting to order at 3:30 pm and welcomed everyone.

II. Attendance

Howie Royal; Director of Buildings and Grounds, Mike Chatterton; Business Manager, John Gaeddert; Land Planning and Management, Director of Environmental Resource Center, Jolyon Sowry; Vital Inc, and Elizabeth Jeffrey; Hailey Environment Leadership Program

III. Review Request for Qualifications status: (Howie)

- A. Energy Performance Audit
- B. Assessment Consulting Services

Howard Royal brought the sub-committee up to date on the request for qualifications. There was a draft of the request available for all committee members to review and make corrections. After reviewing the request for qualifications and agreeing on the changes, the final draft of the request will be available for public review in about two weeks. The sub-committee would like to have the RFQ available by December 12, 2008. The intention is to have a prequalification meeting to be held third week of December with a walk through of all of the buildings for all interested bidders. The applicants will be asked to respond with their proposals by January 7, 2009. The subcommittee members will then take about a week to review the applicants to come up with a short list of which to interview.

The meeting was adjourned at 5:00 pm.