

Richland County Joint Ambulance Committee:  
Strategic Planning for EMS Subcommittee  
October 28, 2020  
Minutes

Present: Brian McGraw, Sharon Schmitz, Mary Rognholt, Glen Niemeyer, Bob Holets, Darin Gudgeon.  
Not Present: N/A

1. Meeting was called to order at 19:04.
2. Notification of the meeting had been made and the agenda was posted.
3. Committee attendance was as noted above, with a quorum.
4. A motion was made by Schmitz to approve the agenda. It was seconded by Niemeyer. The agenda was approved.
5. A motion was made by Holets to approve the previous Subcommittee meeting minutes as presented. Motion seconded by Schmitz. The motion carried.
6. A total of four proposals for Architect/Engineer services were received for consideration. An evaluation form was used to assist in comparing the proposals. The proposals were reviewed in the order in which they were received. Some details were yet undetermined such as actual cost for bidding and construction support, which will be dependent upon how many site visits take place. There will be another bidding process at a later time for the construction once the plans and specifications are approved by the State.  
The first proposal reviewed was from Jewell & Associates. It was noted that there were few details in the proposal, however it appeared all that was requested was covered.  
The second proposal was submitted by Dimension IV. It was set aside as it did not include the donor building shell as a part of the A/E services, noted on page 17 paragraph 2 of the proposal. The A/E fees were presented in phases with detail, which members agreed was helpful, though.  
The third proposal reviewed was from Aro Eberle. The proposal had split the Architecture and Engineering fees out at a cost of \$42,349.50 and \$47,900 respectively. This proposal was set aside due to the total estimate being much higher than the other submitted proposals.  
The final proposal was submitted by Delta 3. Some members were not familiar with this firm despite it being local. McGraw stated that he had worked with them in the past on projects and found them to have done well. It was noted that the proposal was approximately \$13,000 less than the Jewell proposal and was detailed, however it did not include borings in the estimate. It was noted that these borings were not required in the project scope.  
In comparing the proposals, it was noted that the Jewell and Delta 3 proposals contained examples of previous projects that provided the square footage, completion date, and construction costs. It was noted there was a considerable difference in the insurance coverage. The Jewell and Delta 3 proposals were identified as the two best proposals to present to the Joint Ambulance Committee. Both scored the same on the evaluation form. It was agreed that either firm would do a reasonably good job. Holets made a motion to recommend Delta 3 and Jewell & Associates for consideration to enter into an Architecture/Engineering contract with preference given to Delta 3 based upon available information, seconded by Niemeyer. Upon the subcommittee's wishes, McGraw will contact Delta 3 for confirmation on the inclusion of borings and other services in their proposal.
7. Schmitz made a motion to adjourn, seconded by Niemeyer. The meeting was adjourned at 20:14.