

**City of Condon
Special Council Meeting Minutes
February 20, 2017
12 Noon**

Present:	Staff Present:
Mayor Jim Hassing Councilor Jan Stinchfield Councilor Boyd Harris Councilor Terri Carnine Councilor Donald Jamieson	Kathryn Greiner, City Administrator

Absent:
Councilor Tom Fatland

CALL TO ORDER

Mayor Jim Hassing called the meeting to order at 12:008 p.m.

ROLL CALL

City Administrator Kathryn Greiner took roll call and noted that a quorum was present.

AWARD TELECOMMUNICATION ENGINEERING REQUEST FOR PROPOSALSb

Three RFPs were received for telecommunication engineering for middle mile fiber from Cedar Springs Lane to Condon. The three received were from Comstructure Consulting, LLC, Mid-State Consultants and Top Com.

Once RFPs were received only one included a lump sum cost and though it was not a requirement of the submitted RFP, it was a concern of having a total cost to budget for the project. The RFPs were all complete in asking for timelines and hourly costs, but it was a concern of the council to know the total cost of the project or have a “not to exceed” amount.

Nancy Werner, city’s telecom attorney gave the council three options:

1. Select an RFP of the most qualified company and negotiate the cost of the project and in the contract it will state a not-to-exceed amount. If the council cannot negotiate with this company, they can then go to the number 2 company and begin negotiations.

2. The council could postpone the award until they have time to research and check references.
3. Cancel the current RFPs and reissue the RFP asking for a lump sum or not-to-exceed cost giving the vendors one week to complete the change.

CA Greiner stated that she had recently met with Gilliam County Commissioner Mike Weimar and discussed fiber and there may still be an opportunity for a partnership. She stated that the needs of the city's partner, Columbia Basin Electric Cooperative was a concern in any partnership.

Councilor Boyd Harris and Jan Stinchfield both stated that they would like to see a lump sum cost of the engineering. CA Greiner asked Werner if one week if ample time for the companies to respond, and was told it should be ample time. CA Greiner estimates getting the revised RFP out tomorrow, Tuesday, Feb. 21 and the deadline would be Tuesday, Feb. 28 to allow the council to discuss at their March 1 council meeting.

A motion was made by Councilor Stinchfield to reissue the RFPs asking for a lump sum estimate with a one week turn-around. The motion was seconded by Councilor Donald Jamieson and approved unanimously.

The meeting was adjourned at 12:18 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST:

_____ Date _____
Kathryn Greiner, City Administrator