

Yamhill Carlton School District
Board of Directors - Special Session Agenda
Zoom Meeting – Via Link: <https://zoom.us/j/92951256375>

Thursday, October 13, 2020

Special Session - 4:30pm

AGENDA – SPECIAL SESSION

- I. Call to Order
- II. Approval of Agenda - (Action Item)

Public Comment – the Board welcomes you to its monthly meeting. We ask that you complete an “Intent to Speak Form” by sending an email to the Board Secretary at krafte@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

- III. New Business:
 - 1. Awarding of Contract for Seismic RFP - Tami Zigler - (Action Item) (Pg. 1)

Adjournment

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.

Mission

The Yamhill-Carlton School District champions the growth of its students. Our students recognize their individual strengths and talents, overcome their challenges, grow past proficiency, and succeed in their aspirations so each may contribute positively to a local and global society.



To: Board of Directors
From: Tami Zigler, Business Manager
Todd Hendrickson, Facilities Manager
Date: October 12, 2020
Re: Notice of Intent to Award Contract for Yamhill Carlton High School Original Gym Seismic Rehabilitation

Background Information:

The District issued a Request for Proposals on September 9, 2020, advertised on our website (www.ycsd.k12.or.us) and on social media. It was also advertised in the Daily Journal of Commerce and the McMinnville News Register on September 11, 2020. On September 22nd, a mandatory pre-proposal site visit was held that was attended by representatives of 8 firms. Proposals were due on October 2, 2020. The District received four responsive bids.

An evaluation committee reviewed the four proposals and WRK Engineers Inc emerged as the top ranked firm. WRK has extensive experience with the Seismic Rehabilitation Grant Program.

Recommendation:

An evaluation Committee reviewed the proposals and have arrived at a consensus recommendation to the Local Contract Review Board of WRK Engineers Inc as the highest rated proposer. The Contract Review Board is requested to approve the recommendation and approve a Notice of Intent to Award.

Compensation will be based on a total “not-to-exceed” amount for services and reimbursable expenses, with “not-to-exceed” maximums for the following individual phases of the design: Pre-Design/ Schematic Design, Design Development, Construction Documents, Bidding, and Construction Administration services, including record documentation. The amount of compensation will be negotiated with the Apparent Successful Proposer.

Funding for this contract will be from the Seismic Rehabilitation Grant Program.

Proposed Motion: I move to approve the recommendation and approve a Notice of Intent to Award to WRK Engineers Inc; and to authorize the administration to negotiate and execute a contract with the firm.