



## **PUBLIC POWER STEERING COMMITTEE AGENDA**

**April 25<sup>th</sup>, 2022**

***THE PUBLIC POWER STEERING COMMITTEE SHALL HOLD A MEETING IN THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN STREET, BEGINNING AT 6:00 P.M.***

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES – Public Power Committee Minutes – February 23<sup>rd</sup>, 2022.**
- 6. NEW BUSINESS**
  - A. Discussion & Review of Request for Proposals (RFPs) Received
  - B. Discussion & Potential Action on Next Steps with RFPs
  - C. General Discussion
- 7. ADJOURN**

*All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.*

*At any time during the meeting, the Public Power Steering Committee may meet in executive session for consultation concerning several matters (real estate, litigation, non-elected personnel and security).*

*This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Administrator in a timely manner, at [bclark@valleycenterks.org](mailto:bclark@valleycenterks.org) or by phone at (316)755-7310 ext. 105.*

*For additional information on any item on the agenda, please visit [www.valleycenterks.org](http://www.valleycenterks.org) or call (316) 755-7310.*

Public Power Steering Committee  
February 23<sup>rd</sup>, 2022  
Valley Center City Hall  
121 S. Meridian

City Administrator Brent Clark called the meeting to order at 6:00 p.m. with the following members present: Council Member Chris Evans, Council Member Gina Gregory, Randy Jackson, Travis Bryant, Joe Dessenberger, Stacy Lacy, Brian Shelton, Assistant City Administrator Barry Smith, Public Works Director Rodney Eggleston, and City Attorney Barry Arbuckle.

Members Absent: Cory Gibson, Brice Turner, and Jarrod West.

Public Attendees: Jim Gregory

### **APPROVAL OF AGENDA**

Lacy moved to approve the agenda as presented, seconded by Evans. Vote yea: unanimous. Motion carried.

Administrator Clark welcomed everyone to the inaugural Public Power Steering Committee and asked that all members introduce themselves and why they wanted to serve on the committee. Mr. Gregory also introduced himself.

### **NEW BUSINESS-**

#### A. Discuss and Introduction into Public Power

City Administrator Clark gave a brief overview of Public Power and why the City of Valley Center is exploring the possibility of acquiring the electrical distribution system from Evergy. Clark showed a brief video from the American Public Power Association website that was also shown during the council meeting explaining a little about public power. Clark addressed some questions and concerns regarding the polar vortex regarding power pricing. No action was taken, discussion only.

#### B. Discussion of Process and Next Steps

City Administrator Clark introduced the process and next steps with this endeavor. He emphasized the public outreach will be critical throughout the entire process. Clark explained the informational flyer that was sent out via mail and as an insert in the Ark Valley Newspaper. The first step will be to solicit Requests for Proposals (RFPs) for an electrical feasibility study. Attorney Arbuckle described the legal process for the city to acquiring the utility per Kansas Statue. Clark explained the goal of having the revenue bond ballot potentially be voted on by the public in November 2024. No action was taken, discussion only.

#### C. Discussion & Potential Action on Request for Proposal (RFP) for a Feasibility Study

City Administrator Clark discussed the RFP process and presented a draft RFP that will be presented to the City Council if the committee approves it during the meeting. Members asked questions regarding the process of an RFP. Also, Clark indicated that if anyone had further changes that those need to be emailed to him by Monday, February 28<sup>th</sup>. Stacy moved to authorize the city to solicit for RFPs for an electrical feasibility study, motion seconded by Shelton. Vote yea: unanimous. Motion carried.

D. Discussion & Potential Action on Frequency of Committee Meetings

City Administrator Clark introduced the topic along with the timeline that was just approved with regarding the RFP. Members thought they might need more time to review and ask questions regarding the proposals that are received. The timeline was adjusted and it was determined to meet the week of April 25<sup>th</sup>. Clark stated that scoresheets and proposals would be sent out around April 20<sup>th</sup>. Also, Clark will send out a doodle poll for the next meetings. No action was taken, discussion only.

Dessenberger moved to adjourn, seconded by Bass. Vote Yea: Unanimous.

**ADJOURN - Meeting adjourned at 6:59 PM.**

**/s/ Brent Clark, City Administrator**

**City of Valley Center - Public Power Committee  
Review & Scoring of Submitted RFP Proposals**

**Name:**

**Date:**

|  |                           |
|--|---------------------------|
| <p align="center"><b>Project Management and Approach (Max 20 points)</b></p> <ul style="list-style-type: none"> <li>Ability to demonstrate description of firm's services in relation to ability to meet project scope</li> </ul>  |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>Organization Structure and Firm Experience (Max 30 points)</b></p> <ul style="list-style-type: none"> <li>Management &amp; leadership structure clearly defined</li> <li>Experience with other electric utility feasibility studies</li> </ul>  |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>Resumes of Key Individuals Assigned to the Project (Max 20 points)</b></p> <ul style="list-style-type: none"> <li>Key individuals identified</li> <li>Key individuals experience and individual role within the project</li> <li>Included a detailed description for accomplishing services in scope of work</li> </ul> |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>Sample Work Product (Max 15 points)</b></p> <ul style="list-style-type: none"> <li>Demonstrates competence and understanding of the project</li> <li>examples provided match proposed scope of the project</li> <li>Firm's ability to demonstrate quality work</li> </ul>   |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>Cost (Max 10 points)</b></p> <ul style="list-style-type: none"> <li>proposed cost is equal to the value demonstrated within the firm's response to the RFP</li> <li>Proposed cost structure</li> </ul>  |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>References (Max 5 points)</b></p> <ul style="list-style-type: none"> <li>Firm's references listed in the RFP</li> <li>Quality of provided reference in comparison to the project scope identified in the RFP</li> </ul>   |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |
| <p align="center"><b>Total Points (Max 100 points):</b></p>  |                           |
| <b>EPSM</b>  | <b>New Gen Strategies</b> |
| Score<br>0   | Score<br>0                |

## 9. SELECTION PROCESS

The following process will be used for consultant selection. Dates are preliminary and are subject to change as needed to accommodate a fair and open selection process in the minimum amount of time.

| EVENT   | PROJECTED DATE                        |
|---|---------------------------------------|
| RFP reviewed by City Council                        | March 1 <sup>st</sup> , 2022          |
| RFP released to Consultants                         | March 2 <sup>nd</sup> , 2022          |
| Proposals Due (By 12:00 PM CST)                     | April 15 <sup>th</sup> , 2022         |
| Proposals Distributed to Public Power Committee     | April 20 <sup>th</sup> , 2022         |
| Public Power Committee RFP Review                   | Week of April 25 <sup>th</sup> , 2022 |
| Consultant Interviews w/Committee                   | Week of May 16 <sup>th</sup> , 2022   |
| Consultant Interviews w/City Council                | June 7 <sup>th</sup> , 2022           |
| Consultant Selection                                | June 7 <sup>th</sup> , 2022           |
| Draft Consultant Contract to Public Power Committee | Week of June 20 <sup>th</sup> , 2022  |
| Consultant Contract to City Council                 | July 5 <sup>th</sup> , 2022           |
| Notice to Proceed Issued to Consultant              | To Be Scheduled                       |

The CITY reserves the right to reject any and all proposals received, to waive minor defects in any proposal received, and to negotiate with any or all of those firms' submitting proposals so that the resulting consulting contract is as favorable as possible to the CITY. Potential consultants who fail to follow the required format for submission of their proposal may have their proposal declared non-responsive by the CITY regardless of any merits it may contain.

The consultant will be required to enter into a contract with the CITY that incorporates the approved scope of work and requirements for working with the CITY.

The consultant will first consider the scenario of all of the customers in the study area being served by the new municipal electric utility and will use the results of this analysis to determine logical sub-groups of this population to evaluate as alternative customer bases to be served by the new utility.