



POOL/RECREATION CENTER STEERING COMMITTEE AGENDA

June 1st, 2022

***THE POOL/RECREATION CENTER STEERING COMMITTEE SHALL HOLD A MEETING IN
THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN STREET,
BEGINNING AT 7:00 P.M.***

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES** – Pool/Recreation Center Steering Committee Minutes – May 11th, 2022 & May 16th, 2022.
- 6. UPDATED SALES TAX REVENUES**
- 7. NEW BUSINESS**
 - A. Discussion of potential locations
 - B. Introductions with A/E Firm & CMAR Firm
 - C. Discussion on next steps, timelines, process, & expectations
 - D. General Discussion
- 8. 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 Pool/Recreation Center 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 or by phone at (316)755-7310 ext. 105.

For additional information on any item on the agenda, please visit www.valleycenterks.org or call (316) 755-7310.

Sales Tax Revenue			
Date	Description	Actual Amount	Original Projection
5/24/2021	REVENUE	\$2,796.38	\$33,333.00
6/24/2021	REVENUE	\$50,133.74	\$33,333.00
7/27/2021	REVENUE	\$54,058.72	\$33,333.00
8/25/2021	REVENUE	\$54,420.12	\$33,333.00
9/27/2021	REVENUE	\$67,718.10	\$33,333.00
10/26/2021	REVENUE	\$63,900.01	\$33,333.00
11/24/2021	REVENUE	\$62,245.80	\$33,333.00
12/27/2021	REVENUE	\$82,796.90	\$33,333.00
1/26/2022	REVENUE	\$69,368.47	\$33,333.00
2/23/2022	REVENUE	\$76,323.21	\$33,333.00
3/28/2022	REVENUE	\$66,298.28	\$33,333.00
4/27/2022	REVENUE	\$62,895.17	\$33,333.00
5/25/2022	REVENUE	\$78,891.54	\$33,333.00
	Totals	\$791,846.44	\$433,329.00

Pool/Recreation Center Steering Committee
May 11th, 2022
Valley Center City Hall
121 S. Meridian Street

City Administrator Brent Clark called the meeting to order at 5:35 p.m. with the following members present: Matt Stamm, Sean Miller, Cory Gibson, Roger Stewart, Andy Quandt, Janet O'Donnell, Neal Ownings, Richard Ranzau, and Blake Peniston. Chris Evans was present at 6:02 p.m.

Members Absent: Melissa Fehrenbach, and Danny Park

Public Attendees: Kyle Lang, and Ronald Colbert

APPROVAL OF THE AGENDA

Stamm moved to approve the agenda as presented, seconded by O'Donnell. Vote yea: unanimous. Motion carried.

APPROVAL OF THE MINUTES

Owings moved to approve the minutes of the April 26th, 2022, committee meeting as presented, seconded by Stewart. Vote yea: unanimous. Motion carried.

NEW BUSINESS-

A. Request for Proposals (RFPs) Interviews

City Administrator Brent Clark gave a brief introduction of the plans for the evening pertaining to the RFP interviews of the top three A/E firms and the top three CM Services firms. The top three A/E firms were LK Architecture, SJCF, and Hanney & Associates. The top three CM Services firms were Dondlinger, Hutton, and McCown Gordon. Each firm had a total of 15 minutes to present to the committee. The committee members were handed a scoring rubric that included five key areas to score the firms. Due to proprietary information being shared by the firms, Administrator Clark said the live video will be stopped, however, members from the public that are present can stay in the audience as the meeting is still open to the public. The interviews were conducted along with questions and answers by the committee members. Discussion and presentations only and no action taken.

B. Discussion, Scoring & Potential Action on recommendations to City Council

City Administrator Brent Clark introduced the topic and there was a brief discussion on how to proceed forward. The committee thanked all the firms for their presentations, and everyone did an outstanding job during the interviews. Sean Miller expressed that he will not be scoring the A/E firms as the company he works for is involved and knows he has a conflict of interest. Also, he indicated that he has not been in contact with any committee members regarding the A/E proposals. The committee felt with the fee proposals just now being opened that the committee needed additional time to review all the information that had been presented to them. Administrator Clark proposed meeting on Monday, May 16th at 6:00 p.m. with the committees final scoring sheets being due by 7:30 a.m. on Monday, May 16th. Gibson moved to approve the recommendation by Clark, seconded by Miller. Vote yea: unanimous. Motion carried.

C. General Discussion

Committee members expressed how difficult the decision will be on the top two firms.

Stamm moved to adjourn, seconded by Stewart. Vote Yea: Unanimous.

ADJOURN - Meeting adjourned at 8:33 PM.

/s/ Brent Clark, City Administrator

Pool/Recreation Center Steering Committee
May 16th, 2022
Valley Center City Hall
121 S. Meridian Street

City Administrator Brent Clark called the meeting to order at 6:00 p.m. with the following members present: Matt Stamm, Roger Stewart, Andy Quandt, Janet O'Donnell, Blake Peniston, Sean Miller, Cory Gibson, and Neal Owings.

Members Absent: Melissa Fehrenbach, Richard Ranzau, Chris Evans, and Danny Park

Public Attendees: Ronald Colbert

APPROVAL OF THE AGENDA

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

OLD BUSINESS-

A. Discussion on Scoring Rubric from RFP Firm Interviews & Potential Action on recommendations to City Council for top A/E Firm & CMAR Firm

City Administrator Brent Clark introduced the topic and there was a brief discussion on the final scores that were submitted. Overall, A/E Firm Scores were 225 points for LK Architecture, 226 points for Hanney & Associates, and 241 points for SJCF. Overall, CMAR Services Firm Scores were 248.5 point for Dondlinger, 257 points for Hutton, and 278 points for McCown Gordon. Clark and Miller explained that the overall scores between the A/E and CMAR firms were due to Sean Miller not scoring the A/E firms as he had a conflict of interested as stated numerous times throughout the process. Also, Miller stated that he did not discuss nor had influence any committee members scoring of the interviews. The committee discussed the fees and overall interviews that were conducted. They expressed how difficult the scoring was because all the firms were highly qualified for the project. Quandt stated how he felt that the top overall scoring firms should receive the committee recommendations to the City Council. Stamm agreed that typically the highest scores would be approved council in this setting. Quandt moved to recommend the top scoring A/E Firm and CMAR Firm to City Council for award and begin contract negotiations, seconded by Stewart. Vote yea: unanimous. Motion carried.

B. General Discussion

Committee members briefly talk about outdoor pool vs indoor pool and how we had come to that conclusion back in 2020. Discussed how the building should be as green as possible Also, discussed the number of kids going to the State Swimming Meet representing Valley Center.

Stamm moved to adjourn, seconded by Gibson. Vote Yea: Unanimous.

ADJOURN - Meeting adjourned at 6:22 PM.

/s/ Brent Clark, City Administrator