

Flood Control Committee September 27, 2012

The **Flood Control Committee** met Thursday, September 27, 2012, at 6:00 p.m. in the City Hall Conference Room. Present were Committee Chairperson John Hollowell and Committee Members Susanne Galbraith, Jerry Partridge and Dwayne Andrews. Also present were Floodplain Administrator Sam Malenovsky and Recorder Billie Burkhalter.

1. Review of Request for Proposals for Flood Assessment

Administrator Malenovsky presented the Committee with a Request for Statements of Qualifications for Engineering Services (RFQ) to assist with evaluating the recently revised Digital Flood Insurance Rate Map and completing engineering services related to the City's flood control system(s). She requests the Committee review the RFQ for questions and recommendations.

Administrator Malenovsky recommended the number of pages for qualifications, which is currently 20, be increased. She also questioned if anyone on the Committee would want to participate in the scoring of the engineering firms that submit an RFQ.

Committee Member Andrews requested that "set-back dike options" be added to the introduction paragraph, first sentence after control system(s). He also suggested that under the section, "Respondents will be evaluated according to the following criteria"; that #6: "Firm's recent and current work for the City of Miles City" be eliminated. He stated the ten points from that question could be split between #2: "The Consultant's capability to meet time and project budget requirements" and #8 "Familiarity with the project".

It was agreed Chairperson Hollowell, Committee Members Galbraith and Andrews would participate with Administrator Malenovsky and Director Kelm in scoring the RFQ's.

Committee Member Andrews suggested the number of pages for qualifications be expanded to a maximum of 30 pages, and the Committee was in agreement.

Committee Member Andrews suggested that in the RFQ under section, "Respondents will be evaluated according to the following criteria"; #3: "Location", it be worded to state "Location of Engineering Firm".

Administrator Malenovsky will check with the Montana Code Annotated to make sure the changes in criteria are allowed by law.

Administrator Malenovsky stated she would put the RFQ in the Miles City Star with a deadline of 30 days for submission.

2. Requests of Citizens

No request of Citizens.

3. Adjournment

** *Councilperson Partridge moved to adjourn the meeting, seconded by Councilperson Galbraith and passed unanimously, 4-0.*

There being no further business, the Committee adjourned at 6:30 p.m.

Respectfully Submitted,


Billie D. Burkhalter, Recorder

Flood Control Committee Chairperson


John Hollowell, Chairperson

FLOOD CONTROL MEETING AGENDA

DATE: September 27, 2012 - Thursday

TIME: 6:00 p.m.

PLACE: City Hall Conference Room

1. Review of Request for Proposals for Flood Assessment
2. Request of Citizens
3. Adjournment

Public comment on any public matter that is not on the agenda of this meeting can be presented under "Request of Citizens" provided it is within the jurisdiction of the City to address. Public comment will be entered into the minutes of this meeting. The City Council cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for public comment has been allowed on the matter. Public matter does not include contested cases and other adjudicative proceedings.