



COMMITTEE OF THE WHOLE  
GOVERNANCE COMMITTEE MEETING

WEDNESDAY, JUNE 28, 2017  
(Meeting Held at Gund Hall)

**Call to Order:** Meeting was called to order at 5:08 by Chair Bob Becker and turned over to Vice Chair Slifcak to chair the Governance Committee.

**Roll Call:** Present: Becker, Deluca, Norris, Slifcak, Smith, Waszak and Soroczak  
Absent: Fleming

**Review of RFQ 13-2017-01 Dam Criteria Engineer**

The Dam Criteria Engineer will be responsible for writing specs for the upper and lower lake dam repairs and overseeing the design build project. Four firms responded to the RFQ including DLZ, Gannett Fleming, GDP Group and Tetra Tech.

The process was discussed to select a Criteria Engineer based on evaluating responses against the RFQ and identifying three finalists. Jim Hardy will send out an evaluation tool and selection committee members were asked to complete their evaluation by July 5th AM for discussion at the Special Meeting July 5th.

Governance Committee is responsible for making a recommendation to the board for the selection of the Criteria Engineer, Bill Smith has agreed to prepare a briefing memo for a motion to select a firm and to authorize Jim Hardy to negotiate a contract with the highest ranked firm.

**Architect Selection Process**

RJRD Resolution 05-2017 authorized the release of a request for qualifications for design firms for public improvements. The board has prioritized the selection of an architectural firm to oversee the permitting of the caretaker house renovation with the Cuyahoga Valley Career Center. In addition, the front entryway and park branding services are being requested.

The board agreed that each project of the park will be matched with an architectural firm on a case by case basis. To date the board has interviewed DLZ and Domokur Architects. It was agreed to interview Chris Toddy scheduled for July 5th and invite FMD to present that night as well.

**Roles of Capital Projects and Governance Committees**

The roles of Capital Projects and Governance committees were discussed. The Governance committee, with board support, has been a lead in overseeing the RFQ process of releasing RFQ's and responsible for the board's timely response for evaluating and selecting firms. The Capital Projects committee will be responsible for overseeing Jim Hardy's contract negotiations and monitoring project oversight including scope of work, budget variances and project delivery.

**Announcements**

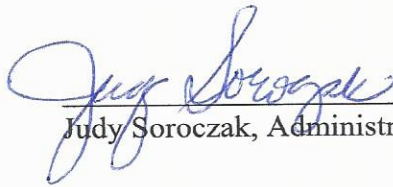
Jeff Deluca requested board members to inspect Oviatt house. A tree recently fell on the roof and has created severe water damage. The board needs to make a decision to repair the roof leaks and mothball the house or consider other options. The house cannot be occupied until the dam has a Class I designation.

**Adjournment**

Meeting was adjourned at 6:32 PM.

Presented by:

Accepted by:

 Date 7-5-17  
Judy Soroczak, Administrative Coordinator

 Date 7-05-17  
Meg Slifcak, Governance Committee Chair