

Bayview Water & Sewer District

16401 E. Emerson Dr., Bayview, ID 83803

Via Zoom Teleconference

Meeting ID: 797 738 3830

SPECIAL MEETING MINUTES

August 10, 2020

Call to Order and Roll Call: Chairman Calvin Nolan opened the meeting at 1:00 PM and a roll call confirmed vice-chair Larry Leake and directors Colleen Dahlseid and Ted Bare were also present.

Others Present: District treasurer Jessie Roe.

Guests Present: No Public.

Agenda Items

- 1) **Review Submissions for Engineering Request For Qualifications (RFQs):** The Board evaluated the firms side by side based on five areas of inspection: 1.) Responsiveness and depth of response to information requested. 2.) Reputation of the company, key personnel, and subcontractors. 3.) Satisfaction of prior and current clients (references). 4.) An assessment of the firm's ability to deliver the needed assistance and leadership in accordance with the specification set out in this RFQ. 5.) Their ability to execute desired the timeline. The Board assigned Mr. Leake and Ms. Dahlseid to call on Keller Associates' reference and Chairman Nolan and Mr. Bare to call on Welch Comer's references. Then they set interview dates and times for August 14, 2020 with Welch Comer at 10:00 am and Keller Associates at 1:00 PM and directed staff to inform the engineering companies.

With no further business to discuss the special meeting was adjourned at 2:27 PM following a motion from Mr. Bare, seconded by Ms. Dahlseid. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Calvin Nolan
Chairman on the Board