

TRAVERSE CITY PIER STUDY GROUP

June 24, 2014

Meeting Summary

Pier Study Group Members Present:

- Michael Estes, City of Traverse City Mayor
- Ryan Matuzak, Grand Traverse Sport Fishing Association
- Erik Olsen, Grand Traverse Band of Ottawa and Chippewa Indians and Member, Scientific Advisory Team to the Great Lakes Fisheries Trust Board of Trustees
- Cathie Ballard, City Resident
- Jack Knol, Architect
- Ross Richardson, City Commissioner
- Todd Kalish, Michigan DNR Fisheries Division
- Steve Largent, Grand Traverse Co. Conservation District

City Staff Present:

- Russ Soyring, Planning Director
- Missy Luick, Planning and Engineering Assistant
- Tim Lodge, City Engineer

Meeting Summary

On June 24, 2014, the meeting of the Traverse City Pier Study Group was held in the Commission Chambers in the Governmental Center, 2nd Floor, 400 Boardman Ave, Traverse City MI 49684. Following is a summary of that meeting. If there are any corrections or omissions in the meeting summary, Study Group members are asked to contact Missy Luick immediately with the corrections or omissions.

Review of April 10, 2014 Meeting Summary

Mrs. Luick briefly summarized the April 29, 2014 meeting summary.

RFQ Rating Form Summary

Mrs. Luick summarized the numeric rating form totals both by study group members and City staff. The study group results showed the following ranking: 1) SmithGroupJJR, 2) Spicer Group, 3) Fleis and Vandenbrink, 4) Beckett and Raeder, 5) URS, 6) Port and 7) Hubbell Roth and Clark. The staff evaluation results showed the following ranking: 1) SmithGroupJJR, 2) Beckett and Raeder, 3) Spicer Group, 4) Fleis and Vandenbrink, 5) URS, 6) Hubbell Roth and Clark, and 7) Port.

Discussion of RFQ proposals and candidate interview selection

By consensus, the study group eliminated the lowest rated three firms from consideration. They were: URS, Hubbell Roth and Clark and Port. The study group discussed whether they should interview 3 or 4 firms. After some discussion, they decided to interview 4 firms. They will be: SmithGroup JJR, Beckett and Raeder, Spicer Group and Fleis and Vandenbrink. The study group reviewed the draft interview questions and discussed additional questions.

Next Steps and questions about the process

1. Missy Luick will correspond with all 7 candidates and schedule interviews with 4 candidates.
2. Missy Luick will revise the interview questions.
3. Missy Luick will call references for the 4 teams scheduled for interviews.
4. Missy Luick will publish the meeting summary on the project website.

Public comments

- John Scudato commented regarding checking consultant references.
- Jim Shiffer made general comments.
- Jim Moore made comments related to ADA/accessibility of the proposed pier.

Meeting evaluation and adjournment

The meeting concluded at 1:44 p.m.