

**West Branch Tributary Crossings
Ad-Hoc Consultant Selection Subcommittee Meeting
May 10, 2005
9:30 p.m.
Agenda**

West Branch Tributary Crossings Ad Hoc Consultant Selection Subcommittee:

Tim Fowler, Chairperson
Rick Kolowski, Vice-Chairperson
John Conley
Dorothy Lanphier
John Schwope

Staff Liaison: Martin Cleveland*
Marlin Petermann

1. Meeting Called to Order – Vice-Chairperson Kolowski
2. Quorum Call
3. Adoption of Agenda
4. Proof of Publication of Meeting Notice
5. Selection of Consulting Firms to be Interviewed:
 - a. Kirkham Michael Associates
 - b. Ehrhart Griffin Associates
 - c. The Schemmer Associates
 - d. PBS&J
6. Other Items of Interest
7. Adjourn

MEMORANDUM

TO: West Branch Tributary Crossings Ad-Hoc Consultant Selection Subcommittee

FROM: Martin P. Cleveland

SUBJECT: Submitted Proposals by Interested Firms:
Ehrhart Griffin Associates
The Schemmer Associates
Kirkham Michael Associates
PBS & J

DATE: May 2, 2005

Enclosed with this memorandum, is one copy of all firms proposals indicating an interest in providing engineering services associated with the design of seven water crossings for West Branch Creek Tributaries and associated construction administration. See enclosed Request for Proposals memo.

The Subcommittee is requested to review all enclosed proposals prior to the May 10, 2005 Subcommittee meeting, for the purpose of determining which firms should be interviewed for the study. Enclosed is a table that can be used for rating the engineering firms.

WEST BRANCH TRIBUTARY CROSSINGS DESIGN SERVICES

MAY 2, 2005

Rating of Engineering Firms to be Hired for Consultant Services

QUALIFICATIONS:	Ehrhart Griffin Associates	The Schemmer Assoc.	Kirkham Michael Associates	PBS & J
1. Experience of firm on similar projects.				
2. Experience of firm's personnel.				
3. Overall approach to the project.				
4. Previous work for the District.				
TOTAL POINTS				

Assign points (1 – 10) on the following basis:

Excellent = 10

Average = 5

Poor = 1