

***Official Proceedings
Codington County Justice Advisory Committee
Codington County Courthouse, Commissioners' Chambers
Watertown, SD 57201
12:00 PM, February 3, 2016***

The Codington County Justice Advisory Committee (CCJAC) met on February 3, 2016, at the Codington County Courthouse in the Commissioners' Chamber. Present were committee members Tyler McElhany, Lee Gabel, Al Koistinen, Larry Wasland, Greg Endres and Toby Wishard. Absent was Megan Gruman. Also present were non-voting members Tom Walder and the Honorable Robert Spears (in place of the Honorable Dawn Elshere). The meeting was called to order at 12:00 p.m. by Chairman Lee Gabel.

Agenda Approved

Motion to approve agenda was made by Wasland; motion seconded, all in favor, agenda approved.

State of Process to Fulfill Commissioners' Instructions to the CCJAC

Instruction #4 (developing options)

Ranking of Proposals:

Having reviewed all 10 pre-design architectural services proposals, Gabel suggested the decided on the following ranking tiers (see attached scoring and ranking of proposals):

- "Shortlist" proposals 3, 5, 8 and 10.
- Keep under consideration proposals 1 and 7.
- Remove from consideration proposals 2, 4, 6 and 9.*

Motion by Endres to accept the above suggested ranking tiers. Motion seconded. All in favor. Motion carried. Gabel will arrange to inform the firms whose proposals will be removed from consideration.

Choosing Firms to Interview:

Gabel further suggested that CCJAC interview firms associated with proposals 3 and 8 (Shive-Hattery/TSP and BKV respectively). Should these interviews not result in a recommendation to the Board of County Commissioners, the firms associated with proposals 10 and 5 could be interviewed.

Motion made by Koistinen to proceed with interviews as suggested by Gabel. Motion seconded. All in favor. Motion carried. Gabel will contact Shive-Hattery and BKV to arrange for interviews on February 16th and 23rd.

Adjournment

No other business was presented to the committee. A motion was made by McElhany to adjourn the meeting; motion seconded, all in favor. Meeting adjourned at 12:18 p.m.

A handwritten signature in black ink, appearing to be 'D. McElhany', written over a horizontal line.

Chairman (as Secretary)

CCJAC

February 16, 2016

Date Approved

*Proposals were numbered for reference. This is to allow CCJAC to notify firms directly before publication of their status.