

**CITY OF OCONOMOWOC
Committee-Of-The-Whole**



**Tuesday, May 21, 2019 - 6:00 PM
City Hall - Conference Room 3**

Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in accessible format, call the City Clerk at least 48 hours prior to the meeting to request adequate accommodations. Tel: 569-2186.

1. Call to order and confirmation of appropriate meeting notification
2. Committee Business
 - a. Discussion on RFP and Engineering/Construction Management Processes
3. Adjourn

Notice is hereby given that a majority of the Common Council will be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.

This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.



MEMORANDUM

CITY ADMINISTRATOR

Date: May 17, 2019
To: Common Council
From: Sarah Kitsembel, City Administrator
Re: RFP Process/Engineering

The Council asked to review the RFP Process and engineering/construction management process. The Committee of the Whole meeting on May 21st will begin this process.

We anticipate the need for a couple of meetings to discuss this matter. In order to have a valuable discussion about how to move forward in the future, it's important to have an understanding of the history and evolution of the existing processes. At this first meeting, we will overview the history of engineering service and RFP process. We will schedule a subsequent meeting to review the cost information for past projects and begin discussion on options to consider for the future.