

## **Pine-Strawberry Water Improvement District**

### **Support Services Committee Meeting Minutes**

Wednesday April 21, 2021 at 3:00 p.m. – 6306 W Hardscrabble Rd., Pine, AZ 85544

1. Call to Order: Chairperson Sharon Hillman called the meeting to order at 3:00 pm.
2. Roll Call of Committee Members – Conducted by Chairperson Sharon Hillman; Committee members present Sharon Hillman, Sam Schwalm, Pam Mason and George Gorkowski. Alan Kleinman, Board Chairman was also in attendance.
3. Pam Mason made a motion to approve the minutes from the August 8, 2018 meeting. Sam Schwalm seconded the motion. The motion carried unanimously.
4. New Business – A. Discuss and consider the 6 Requests for Statements of Qualifications for On-Call Engineering Services submittals received on April 9, 2021. The committee was provided copies of 6 of the proposals for their review via email on April 9, 2021. Sharon Hillman indicated the reason for the District requesting proposals, at this time, is because of the impending USDA Funding over the next 5 years. The funding includes several pipeline replacements, installation of one tank, water modeling study, SCADA system throughout the District and a Deep Well in Strawberry. The 3 engineering firms currently under contract with the District will be expiring in October 2020. The new contracts will be for 1 year with 4 extensions to cover the USDA program.
5. Only one proposal did not include the offer which was not a disqualification. It was noted that the Geo-Logic proposal includes the fact that they have a drilling license. One of their subsidiaries, Clear Creek has worked in Payson and Star Valley, so they are aware of the mountain terrain. The entities are of all sizes which can be spread around the various USDA projects. In addition, there may be a need for the District to use one or more of the engineers for District services. One of the firms also uses ground penetrating radar to locate pipes, etc. in lieu of the more expensive way of potholing.
6. New Business – B. After more discussion regarding the process of selection of the firms, the members agreed that it would in the best of the District to extend an On Call Engineering Services contract for one year with 4 one-year extensions to each of the 6 firms. Sharon Hillman, committee Chairperson, will prepare the presentation to the Board for the April 22, 2021 meeting.
7. Call to the Public. There were 2 representatives of the public in attendance. Neither representative had any questions for the Committee.
8. There being no further business to discuss, Sam Schwalm made a motion to adjourn the meeting at 3:58 p.m. George Gorkowski seconded the motion. The motion carried unanimously.