

**Commissioners' Journal**  
**June 13, 2017**

*The Geauga County Board of Commissioners met for a work session on June 13, 2017 at or about 11:00 a.m. in the Commissioners' Chambers located at 470 Center Street in Chardon, Ohio.*

*It is declared and determined that all formal actions of the Board of County Commissioners concerning and relating to the adoption of all resolutions that were adopted in this meeting, and that all deliberations of the Board of County Commissioners that resulted in such formal action were open to the public and were in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.*

*The President of the Board, Ralph Spidalieri opened the meeting at 11:45 a.m. with the following in attendance: Commissioner Spidalieri, Commissioner Claypool, Commissioner Lennon, County Administrator David Lair, Clerk Christine Blair. The audience included Director of Administrative Services Linda Burhenne, Budget Director Anne Rasic, Buildings and Grounds (Maintenance) Director Glen Vernick and Dave Hartman from K2M Design.*

*In April 2017 the Board of Commissioners sent a request for proposal to several agencies to conduct a feasibility analysis regarding the construction of new county office facilities. Responses were received from North Coast Capital Consultants, Richard L. Bowen and Associates, Incorporated, MS Consultants, Incorporated and K2M Design.*

*Mr. Lair presented each of the Board members a spread sheet that he had compiled from the 4 companies that had responded, breaking down the proposals based on total cost, estimated hours, estimated rate per hour, and gave them a rating of 1 to 5 (1=poor, 5=excellent) for government experience, analytical completeness, quality of references, overall expected responsiveness, staff size, fees, schedule provided, and fees for outside professionals. Mr. Lair explained that the electronic version will be sent to them to tweak the rating system to their own preference and then they can be compared.*

*Commissioner Claypool inquired about total costs, noting MS Consultants had submitted a revised cost. There was discussion about what was included in the total costs from the agencies, noting that K2M and RL Bowen include real estate assessments, and RL Bowen also includes a cost for Engineering. Commissioner Lennon stated that he feels that a real estate analysis is going to have to be done, but he wants them to give us financial information, telling us what the project is going to cost, and the options for financing that would be available. Mr. Claypool stated that they need the agencies to get them to the next step. The evaluation of the property is going to offset the investment, per square foot of build cost, so they have real numbers to take to the other Elected Officials. Mr. Claypool suggested narrowing the field down to two of the four, and Mr. Lennon disagreed with him on one of the agencies he wanted to eliminate. Mr. Lennon stated that he felt they were all very qualified, prefers to have someone that has some public building experience and feels communication skill is very important as this will turn into a PR type situation. Mr. Claypool stated that this is a very significant event for the county, and is comfortable with investing \$30,000.00 to get it right. It was agreed upon by Mr. Lennon and Mr. Claypool that it is important to have the person who can crunch the numbers and defend them.*

*Director of Administrative Services Linda Burhenne asked of the companies that submitted proposals, who has done work closest to what we are looking for, to which Mr. Lair replied that, based on what they submitted, MS Consultants and K2M, adding that they both had done studies. Mr. Claypool stated that it would be a good thing to check references and ask questions like; how they were to work with and if they over-charged.*

*There was discussion about when the Board felt they would be making a decision. It was suggested a decision would come by the end of July or sooner.*

*Commissioner Spidalieri stated that PR is going to be very important, because he feels that there may be a lot of push back. Mr. Spidalieri stated that this isn't about politics, it's about principle. He said they will have a hard time choosing, adding that all the candidates have good qualities. Mr. Spidalieri suggested the companies come in and give the Board a ten minute elevator speech to answer a series of questions that we send them and then the following week, make a decision. Mr. Claypool asked them to wait until he is back from vacation to make the decision. There was discussion on what the questions should be. Ms. Burhenne clarified that they were proposing a work session to bring the agencies in to give 10 – 15 minutes for a presentation to answer a set of questions that will be presented to them. Director Glen Vernick stated that we need to start small, giving the example of moving the 470 complex. Mr. Spidalieri responded that if we are*

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*going to do this, it needs to be a one shot deal. Otherwise the cost will be outrageous to do it in phases, so that the configuration and layout is complete. Dave Hartman from K2M stated that a lot of the questions they are asking are what they would ask from the company they select. Mr. Lennon expressed that he wanted the companies to show them the financing options to build this. Mr. Hartman stated that a lot of the questions they were asking are what would be included in the study. There was discussion about when to schedule the work session.*

*Motion: by Commissioner Claypool, seconded by Commissioner Lennon to schedule a work session at 8:00 a.m. on Tuesday, June 20, 2017 to meet with the Consultant Firms regarding the Feasibility Study.*

|                        |                                |            |
|------------------------|--------------------------------|------------|
| <i>Roll Call Vote:</i> | <i>Commissioner Lennon</i>     | <i>Aye</i> |
|                        | <i>Commissioner Claypool</i>   | <i>Aye</i> |
|                        | <i>Commissioner Spidalieri</i> | <i>Aye</i> |

***BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD***

*Motion: by Commissioner Lennon to adjourn the meeting at 12:41 p.m.*

*Geauga County Board of Commissioners*

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*Ralph Spidalieri*

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*Walter M. Claypool*

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*Timothy C. Lennon*

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*Christine Blair, Commissioners' Clerk*

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