

DATE: October 6, 2010
SUBJECT: DESC/Selection Committee Meeting Summary
PREPARED BY: John Lively

Members present were Vicky Mello, Bob Kline, Charlotte Behm, David Sonnichsen and Ann Sanders. Also present were Sonny Chickering, Douglas Beauchamp and John Lively

David Sonnichsen notified the group that City of Springfield elected officials are scheduled to vote on the naming of the WRB on October 18. Lane County is yet to take action and the MPC still needs to act.

I. Douglas provided an update on ADT 1 RFP.

- RFP released on September 27th with advertisements in The Daily Journal of Commerce.
- Douglas provided notice to key organizations and individual artists concentrating in Oregon and Washington.
- OBEC has received 24 requests for documents so far.
- Questions received to date:
 - Who are the members of the selection committee? - information provided.
 - What will be available to review later if they cannot attend the informational meeting on Oct. 25? - Encouraged to send a representative as no scheduled video or taping planned.
 - Is this the same as what was put out last year? No
- The process remains for all requests for the documents going to OBEC and all questions referred to Douglas.
- Sonny suggested someone speak with OBEC about taking notes regarding questions asked on the 25th. The same information is then available for everyone.

II. Douglas addressed expectations of DESC/Selection committee members' involvement at the informational meeting. If not an actual presenter, those who attend will be observers along with the CAG/PDT members who attend. Douglas indicated he will be the facilitator and outlined the proposed schedule.

- Charlotte said she was disappointed with no direct opportunity for DESC members to at least provide some historical information and act as "emcees." In addition, she feels it is very important for all selection committee members to attend. Bob indicated he was comfortable with just being an observer.

Page Two
WRB Selection Committee Meeting
October 6, 2010

- Sonny reported he had spoken with Douglas and John about his concern of the risk from involvement by those who will be making the selection; somehow creating a bias based on artists questions seeking clarification. He indicated he understands this is not like an engineering services request hence risk is probably minimal. No attempt to deliberately exclude anyone.
- Vicky felt the RFP should be driving the process and was concerned about the planning for the meeting on the 25th not continuing to involve the DESC members.
- Members discussed their concerns and recommendations. The following items were agreed to.
 - DESC will provide a brief project history at the beginning of the session at 9 a.m. Vicky will present on behalf of the DESC.
 - DESC members will then introduce the presenters before each subsequent session. Vicky will introduce OBEC and Justin; Scott to introduce Esther and David; and Charlotte to introduce ODOT, Drake and any others.
 - Douglas to follow-up with Esther and David about their presentations being no longer than 40 minutes, with 20 minutes for questions. The goal is to allow plenty of time for the presentation, while hopefully giving more time for participants to eat lunch and return by 1 p.m.
 - John will provide information for participants on places and locations to eat in downtown Springfield.
 - Sonny agreed that the afternoon session would probably only need 1 ½ hours. With the session shorter the group wanted to offer a tour from 3 to 4:30 p.m.
 - The tour would be a walking tour. Participants will park near the boat landing area at the entrance to Eastgate Woodlands, walk along the river path crossing under the Canoe Canal Bridge and end at the Knickerbocker Bridge. Materials will be available to indicate the areas where enhancements can be installed.
 - Bob asked about the historical information on the millrace. John will follow-up with OBEC and have it put up on the WRB website, as is the information from ADT's 2 and 3.

Page Three
WRB Selection Committee Meeting
October 6, 2010

III. ADT 1 RFP scoring/evaluation system. Members reviewed the two drafts previously provided on potential scoring systems to use with proposals from the current RFP due November 17. Charlotte recommended using the 5 initial proposal requirements from the RFP as the basis for any scoring system. The pros and cons were discussed with agreement to focus on what is in the RFP and to use the 5 requirements.

- Douglas suggested using a simple scoring system of:
 - 1) Yes it meets the requirement = 4
 - 2) It somewhat meets the requirement = 2
 - 3) Not at all = 0.
- The eight selection committee members will review all proposals received, complete the scoring, then the summary of the scores will be available when the committee meets to deliberate on selecting the 2 – 5 finalists.
- Committee members agreed to move forward with the scoring system as outlined.

IV. Additional stakeholders for ADT 1.

- Members discussed potential additional stakeholders including UofO, Travel Lane County, Fairmount Neighbors, Laurel Hill Valley Neighbors, Lane County, Kalapuya, ODOT and others.
- Douglas provided clarification of what is expected of stakeholders. Informational, understanding the community interest and participating in an open house where artists might make presentations. Members had a thorough discussion of potential members, roles and responsibilities and the challenge of bringing in new members who are not as familiar with the project.
- The group agreed the members of the CAG/PDT are the key stakeholder group and should be involved. In addition, they agreed to hold a public open house after the final proposals are received to seek other comments from a broader audience. Timing for the open house would be in early February 2011.
- Ann was concerned about the overall timeline outlined and why it seems to be so limited based on no art being built until much later. All agreed the timeline is probably more aggressive than needs to be, so can be changed if needed.

Page Four
Selection Committee Meeting
October 6 2010

V. Roles of DESC/Selection Committee. DESC members agreed that the 4 DESC members still have work to complete based on the instructions from the CAG/PDT. The work left is to address recommendations on ADT 2 and 3, and stakeholder groups for each ADT Meetings of the Selection Committee will be called only as needed to complete a selection for ADT 1.

VI. Next meeting dates:

- DESC – October 20, 1:30 to 3:30 p.m. (finalize preparations for Oct. 25 and begin work on recommendations on ADT 2 & 3) and November 1, 1:30 to 3:30 p.m.
- Selection Committee – December 6, 1 to 4 pm., and if needed December 13, 1 to 4 p.m.
- It was agreed that all meetings would be held at CAWOOD located at 1200 High Street, Suite 200.