

WALLER COUNTY

Danny R. Rothe, CCCA
County Construction Manager



Waller County – County Jail and Sheriff's Office Facility **Agenda** **Jail and Sheriff Department Project**

Meeting Date: May 11, 2017 **Time:** 10:00 -11:30 am

Meeting Purpose: Pre-Submittal

Meeting Location: Commissioners Courthouse – Waller County
836 Austin Street
Hempstead, TX 77445

Project #: Jail and Sheriff

A. Sign In

1. Introductions and Sign-in Sheet

B. General Discussion and Questions

1. Commissioner's Court Makes All Final Decisions
2. Goals of Committee
 - i. A/E Firm on Board by Mid-June
 - ii. An extremely experienced firm with Jails and Sheriff's Offices
 - iii. Transparency
 - iv. Accurate Budget
 - v. Expandability
3. Scope of Project
 - i. Jail
 - ii. Sheriff's Office
 - iii. Court Facilities
4. Review of RFQ Process
 - i. Open Solicitation for A/E Professional Services
 - ii. Short List of acceptable Firms recommended by Committee
 - iii. Interviews of Short List Firms / Recommendation of Selected Firms (order)
 - iv. Presentation to Commissioner's Court
 - v. Negotiations with #1 Firm / Contract
 - vi. Being Design Phase 1
5. Visits to Jails
6. Cost Discussion
 - i. Budget Comments
 1. Prejudging
 2. Reality vs Want (Programming)
 - ii. Certificates of Obligation (Before November)
 - iii. Bond Election
7. Review Process for the RFQ's

C. Review of RFQ Document and Questions. (330)

Meeting Notes

Project Name: Waller County Jail Selection Committee

Page 2 of 2

D. Discussion on Construction Options

1. Competitive Seal Proposals / Hard Bid
2. Design/Build
3. Construction Manager at Risk (CM @ Risk or CMR)

E. Project Milestones

1. Select A/E
2. CO's (if route selected?)
3. Select CM@Risk (if route selected?)
 - i. Above can happen before November Election
4. Bond (if route selected?)
5. Construction Bidding for a General Contractor (if route selected)
6. Award / Construction
 - Pre-Bid Conference: x
 - End Date for Written Questions from Bidders: x
 - Addendum 2: Written Responses to Questions: x
 - Bid Due Date / Auditor's Office – x
 - Bid Opening / Commissioners Court x
 - Bid Review and Negotiation Period x
 - Bid Award / Commissioners Court x
 - Pre-Construction Conference x
 - NTP – Construction Start Date x

F. Site Visit

G. Meeting Adjournment - Contact

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