



Pre-Solicitation Meeting Minutes

Project Name: Design Services for Emergency Operations Center Expansion
RFQ Number: 2022062
RFQ Opening Date: July 8, 2022

Rich Szpyrka, Public Works Director gave an overview of the project, and then guided attendees on a walk-through of the existing facility and expansion site. The following information was discussed:

- ✓ The County is not requesting schematics or proposed layouts as part of the submitted Approach (section c of the Information to be submitted), but wants to understand the process the consultant will follow to obtain information from County staff on the specific needs of the expansion.
- ✓ No parking or stormwater design is necessary, as this expansion was anticipated in the original site design.
- ✓ The additional warehouse space is to be an add-on to the west of the existing warehouse.
- ✓ There are no preferred vendors, systems, or providers.
- ✓ Deadline for questions is close of business on June 27, 2022 (submit to purchasing@ircgov.com).
- ✓ The County is not considering a design-build approach for this project.