



STATE OF UTAH
Prison Relocation Authority Committee

AGENDA

Prison Relocation Authority Committee Meeting

Monday, November 19, 2012

8:00 am to 10:00 a.m.

State Office Building 4112

8:00 am – Welcome and Call to Order – Gregg Buxton

8:05 am – Discussion and approval of October 26, 2012 minutes

8:10 am – Brief discussion of RFI applicants

8:15 am – Selection of Evaluation Committee

8:30 am – Discussion of process – committee may vote to go into an executive session pursuant to Utah Code Annotated 52-4-205 (d)(i)(ii)

(d) Strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:

(i) disclose the appraisal or estimated value of the property under consideration; or

(ii) prevent the public body from completing the transaction on the best possible terms;

9:15 am – Schedule interview times of RFI applicants

10:00 am –Adjourn

Prison Relocation Committee – DRAFT

Committee	Prison Relocation Committee
Date	Friday, October 26, 2012
Time	8:00 a.m. – 9:30 a.m.
Location	State Capitol Building, Capitol Board Room
Members Present	Gregg Buxton, Sen. Scott Jenkins, Sen. Dan Thatcher, Rep. Brad Daw, Larry Ellertson, Mayor Darrell Smith, Tom Patterson, Chairman, John Bennett, Spencer Eccles, GOED, Rep. Brad Wilson, Jeff Hartley
Members Excused	Spencer Eccles, GOED
Staff	Dave Walsh, Shannon Simonsen
Visitors	Lynn Hindricks, DFCM; Clay McCarthy, WLG; Tim Donaldson, USOE; Paula Plant, USOE; Kay Burton, SITLA; Doug Buchi, SITLA, Winston Wilkinson, GOED
Agenda Item	Welcome and Approval of Minutes
Notes	<p>Gregg Buxton called the meeting to order. An attendance roll was passed around to gather updated email and phone numbers.</p> <p>Motion made by John Bennett to approve the October 26, 2012 minutes. Motion passed unanimously.</p>
Agenda Item	Review RFI Timeline
Notes	<p>RFI's are due Nov 6th</p> <p>Nov 13-16th evaluation dates</p> <p>Interviews are Nov 27-28th</p>
Agenda Item	Value Based Selection Evaluations-Lynn Hinrichs, DFCM
Notes	<p>Leave sufficient time for discussion between interviewers, as this interaction will often produce a more well-rounded view of the interviewees.</p> <p>Hold all interviewees to the same standards, to ensure fair and equal treatment of all parties.</p> <p>Selection of the right team for an assignment is often the single most important determinant of the assignment's success or failure</p> <p>Unless otherwise dictated by law or regulation, be careful to look for the best <u>value</u>, which may not necessarily be provided by the lowest cost provider</p> <p>Be certain that all questions are answered to your satisfaction; if not, pursue them further</p> <p>Do not allow time pressures to force a rush to judgment, as the time which will be lost working with the wrong provider can overshadow the minimal time required to make the right initial selection.</p>
Next Meeting	The next meeting is scheduled for November 19, 2012 8:00 am - State Office Building 412

Minutes prepared by Shannon Simonsen – Administrative Assistant, GOPB

