

Prison Relocation and Development Committee – FINAL

Committee	Prison Relocation and Development Committee
Date	Monday, September 30, 2013
Time	9:30 a.m. – 12:00 p.m.
Location	Senate Room 210, State Capitol
Members Present	Lane Summerhays – Chairman, Camille Anthony – Citizen, David Luna – Citizen, Darrell Smith – Mayor of Draper City, Ben McAdams – Salt Lake County Mayor, Leland Pollock – Garfield County Commissioner, Sen. Jerry Stevenson, Sen. Stephen Urquhart, Rep. Eric Hutchings, Rep. Brad Wilson
Staff	Mike Mower - Deputy Chief of Staff, Alan Bachman - Assistant Attorney General, Dave Walsh - Budget and Policy Analyst, Shannon Simonsen - Administrative Assistant, Laura Barlow – Executive Secretary
Agenda Item	Welcome and Call to Order – Lane Summerhays, PRADA Chair
Notes	Lane Summerhays called the meeting to order. An attendance roll was passed around.
Agenda Item	Discussion and approval of September 16, 2013 and September 20, 2013.
Notes	Chairman Lane Summerhays asked for approval of the September 16, 2013 minutes. Mayor Smith makes first motion. Leland Pollack seconds it. Unanimous approval. Chairman Lane Summerhays asked for approval of the September 20, 2013 minutes. Leland Pollack makes first motion. David Luna seconds it. Unanimous approval.
Agenda Item	RFP for Programming Consultant Evaluation - Information and Action - Alan Bachman, Assistant Attorney General, David Walsh, Budget and Policy Analyst, GOMB
Notes	<u>Alan Bachman</u> : Proposals are due Thursday, October 3 rd , at noon to the office of DFCM. Interviews are scheduled for October 9 th , 2013. We will have a morning meeting with interviews and an electronic meeting of the full Authority that afternoon. Consultant could start right away working on the Master Plan and Programming. <u>Action</u> : This is an informational item – no motion made. No action taken.
Agenda Item	Discussion of Request for Proposals (RFP) for Draper Prison relocation and/or land development at the Draper site - Information and Action - Alan Bachman, Assistant Attorney General, and David Walsh, Budget and Policy Analyst, GOMB
Notes:	<u>Alan Bachman</u> : To be expeditious with time, Alan only walked through RFP #3 – Master Development Project (New prison site and current prison property) – Same language in RFP #1 (New Prison Development) and #2 (Current Prison Property). Wanted to make the RFP's as flexible as possible. Because our project definition is not clear yet, we are allowing for phasing. Allows an offeror to put multiple proposals forward. Timeline – End date of January 31 st , 2014. RFP's to be issued October 2 nd , 2013, the last day to submit questions is October 30 th . Addendum deadline bumped a week to November 13 th , 2013. Discussion on the October 2 nd deadline to post the RFP online, as the Governor would be unable to review and sign it by then. The decision was made that the dates would remain the same, but the posting would include a caution that the Governor has not yet reviewed the RFP. Complete Proposals Due December 2 nd , 2013. Interviews could start as early as December 4 th , 2013. Public hearings will occur (as required by law) and additional tours may be scheduled. Recommendation provided to the Governor and Legislature no later than January 31, 2014.

Everything submitted by offerors is public record. We reserve the right to classify some of the information submitted as confidential (safety concerns, etc.).

Nothing is final until recommendation is made to Legislature. That should be the trigger point, addendum can pull that provision/trigger point back. Goal is to promote transparency and public scrutiny.

Alan Bachman: We reserve the right to keep proposals confidential until after the recommendation to the full Authority. There has to be some way to allow for the use of ideas/pieces in a few proposals, as that may be the best solution. Suggest amending first sentence – Change “is to be public record” to “*may* be public record”.

Mayor McAdams: Want to keep “is” not “may”. Intent is that it will become public record, not may become public record.

*Motion to Amend: McAdams motions to amend first sentence of paragraph 1.1.2 – “...contained in any proposal is to be public record *until the recommendation to the Governor and Legislature.*” And “Any such information referred to in this paragraph may be known to the public and all other offerors at *the discretion of the committee* at any stage of the procurement process in accordance with this paragraph.”

Bachman: The language proposed gives maximum flexibility. Delete the highlighted sentence – “Any such information referred to in this paragraph may be known to the public and all other offerors at any stage of the procurement process in accordance with this paragraph.” Also remove “Additionally, proposals may remain confidential after the recommendation of the evaluation committee to the full Authority.”

*Motion withdrawn by Mayor McAdams

1.1.3: We cannot know all unintended consequences. At this stage, we cannot know the extent to what we can limit to the confidentiality. Add “*to the extent allowed by law*, The State may share freely...”

1.2 Procurement Approach: Boilerplate

Most of the rest of the RFP is boilerplate with a few housekeeping changes.

Assignment that needs to be reviewed – Director of State Facilities, Josh Haynes, came on board a few weeks ago. Looking at costs with Corrections. DFCM would like to hire a cost consultant – as a small purchase – needs Authority’s approval. Will come out of the Authority’s budget.

Motion by Rep. Wilson: Authorize DFCM to hire cost consultant. Mayor Smith seconds. Passed unanimously.

Motion by Camille Anthony: Modifications made to the RFP #3 would be applied to the other 2 RFP’s. Rep. Wilson seconds. Passed unanimously.

Motion: Send the approved RFPs, as amended, to the Governor. David Luna makes the motion. Rep. Hutchings seconds. Passed unanimously.

Motion by Rep. Wilson: Start a draft of the first addendum to the RFP after receiving demographic information of the current population of the prison from the Dept. of Corrections along with a 20 year projection – Include a description of current programming of the prison. Mayor Smith seconded. Passed unanimously.

Motion by Camille Anthony: Move sentence in paragraph 1.1.3 – “Sharing information freely to the public...” to an appropriate location in paragraph 1.1.2. Rep. Hutchings seconds. Passed unanimously.

Agenda Item	Electronic Meeting Resolution - Information and Action - <i>Alan Bachman, Assistant Attorney General</i>
Notes	<p><u>Alan Bachman</u>: In the meeting materials, there is an Electronic Meeting Resolution. Allows for board members to attend meetings electronically (by conference call) if they are not available to attend a meeting.</p> <p><u>Action</u>: Leland Pollack made a motion to approve the resolution. Camille Anthony seconded. Approved by a unanimous vote.</p>
Agenda Item	Discussion by PRADA Committee regarding future meeting agendas and prison tours
Notes	<p>PRADA Committee will tour facilities in AZ on the evening of September 30, 2013 and the day of October 1, 2013.</p> <p>Next PRADA Meetings will take place on: Wednesday, October 9, 2013 (To review consultant proposals) Wednesday, October 23, 2013 – Include Spencer Eccles presentation (GOED)</p>
Agenda Item	Adjourn
Notes	Lane requests motion to adjourn meeting. First motion is made by Camille Anthony, Seconded by Rep. Hutchings. All approve.

Minutes prepared by **Laura Barlow, Executive Secretary, PRADA Board**