

**WAYZATA CITY COUNCIL
WORKSHOP MEETING MINUTES
September 30, 2014**

**7:00 AM – FOLLOW-UP ON INTERVIEWS WITH OWNERS REPRESENTATIVE FIRMS FOR
MILL STREET PARKING STRUCTURE PROGRAMMING AND PRE-DESIGN**

Mayor Willcox called the workshop meeting to order at 7:00 a.m. in the Community Room at Wayzata City Hall. Council members present: Amdal, Anderson, Mullin and Tanner. HRA Commissioners present: Petit and Wothe. Also present: City Manager Nelson, City Planner Gadow, and Administrative Services Director Uram.

The group assembled to discuss the interviews that were conducted on September 16, 2014 with the three firms that responded to the City's Request for Qualifications (RFQ) for Owners Representative Services. The three firms interviewed were: LSA Design, LaSalle-Walker, and SourceGroup. The group discussed how each firm responded to the three questions asked of them: 1) To provide an introduction of principals that will be performing work and a brief overview of their firm and how they approach owners representative services; 2) To describe their understanding of the project and related issues, and specific challenges facing Wayzata's downtown; and 3) To provide an overview of other relevant projects where they have provided very similar services and how they helped their client with managing cost, timeline, resolution of related issues. The Council discussed how each firm would best meet the city's needs to address programming and pre-design for a parking structure. Staff also discussed the preference to utilize Jay Lindgren with Dorsey & Whitney for legal counsel for the project. The Council/HRA representative consensus was to move forward LSA Design for owners Representative services. The Council directed staff to bring a preliminary agreement forward for consideration at the October 7th City Council meeting.

The workshop meeting was adjourned at 8:00 a.m.

Respectfully submitted,



Becky Malone
Deputy City Clerk