



22500 Salamo Road  
West Linn, Oregon 97068  
<http://westlinnoregon.gov>

# MUNICIPAL FTTP FEASIBILITY TASK FORCE MEETING

Tuesday, August 16, 2016 and  
6:30 p.m. – Standard Meeting – Rosemont Conference Room

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1. Call to Order
2. Attendance Role Call

Ray Kindley	Anathan Thandri
Richard Sakelik	Mike Taylor
Troy Wolfe	Kazi Ahmed
3. Approval of the Meeting Agenda – Shane Boyle Requested these Adjustments
  - a. Add after approval of meeting minutes New member introductions
  - b. Move from other business Jeremy Pietzold Q&A session on Sandy Net to after new member Introductions
  - c. Adjust agenda item Six to update Interview date from August 30 to September 6
  - d. After approving minutes allow for members not present to introduce themselves and ask questions on the operating agreement and RFP
4. Approval of Previous Meeting Minutes
5. New member introductions and RFP Q&A time
  - a. Ray Kindley
  - b. Troy Wolfe
6. Sandy Net Board Member Q&A Session
  - a. History of Sandy Net as DSL Provider to Fiber Provider
  - b. Lessons Learned and Infrastructure Design

- c. Discussion on whether or not West Linn Needs to Hire a Consultant to Complete a Feasibility Study or if a Citizen Task Force Could Accomplish it.
- 7. Review Member Submitted Grading Criteria and Finalize
  - a. The Vendor RFP Ranking Scale will be 1-5 on the Defined Criteria Items
  - b. Category Weight specified in the RFP
    - i. Project Understanding 10%
    - ii. Organization Qualifications 30%
    - iii. Project Management Approach 30%
    - iv. Compensation Schedule 30%
  - c. Project Understanding Criteria
    - i. No Changes Suggested To Initial Draft
  - d. Organization Qualifications
    - i. Remove References to Minimum
  - e. Project Management Approach
    - i. No Changes Suggested
  - f. Compensation Schedule
    - i. No Changes Suggested
- 8. Establish Criteria for Conducting Vendor Interviews ~~August 30<sup>th</sup>~~ September 6
  - a. Tabled conversation
- 9. Other Business
  - a. Discussed the Current Plan Holder List and Geographic Proximity of Firms
  - b. Shane Boyle to Screen RFP and only to forward RFP that Meet Minimum Criteria to Task Force Members No Later Than August 22
  - c. Task Force Members to have Graded RFP Scorecards Returned to Shane Boyle by End of Day August 26
  - d. Next Meeting Date set Aug 31 6:30 PM
- 10. Adjournment