

**MINUTES OF THE SPECIAL MEETING OF THE SALEM CITY COUNCIL HELD IN THE MCCOOK CENTRAL SCHOOL DDN ROOM IN SALEM SOUTH DAKOTA ON TUESDAY, FEBRUARY 21, 2023, AT 6:00 P.M.**

Mayor Glenda Blindered called the meeting to order with Council Members Doug Mokros (arrived at 6:10 p.m.), Ron Mayrose, Marc Harris and Dnyee Schierholz present. Council member Janet Karel attended remotely through Teams meeting. Council member Mitchell Rayman was absent. Motions made were unanimous of Council members present unless roll call identifies otherwise.

Declaration of conflicts: none.

Motion Harris, second Mayrose, carried, to approve the agenda.

Public comments (SDCL 1-12.1): none.

Meeting was called to review and approve the Request for Proposals (RFP) for a Construction Manager at Risk (CMAR) for the Salem City Hall/Community Center Project. RFP was reviewed with discussion.

The RFP timeline is as follows:

Release Date: Thursday, February 23, 2023

Questions Due (to TEGRA or City): Friday, March 3, 2023 – 12:00 p.m.

Questions Answered (by TEGRA): Monday, March 6, 2023 – 4:00 p.m.

Deadline for Proposal Submissions: Thursday, March 14, 2023- 2:00 p.m.

Shortlist Candidates for Interviews: Tuesday, March 14, 2023

Interviews Conducted: Monday, March 20, 2023

Anticipated Notice to Proceed (subject to Council approval): End of March 2023.

Motion Harris, second Mayrose, carried, to approve the Request for Proposals (RFP) for a Construction Manager at Risk (CMAR) for the Salem City Hall/Community Center Project. RFP is on file at City Hall and will be published on-line ([www.salemsd.com](http://www.salemsd.com)) on Thursday, February 23, 2023. Roll Call “Aye” (Harris, Mayrose, Schierholz, Karel).

Council member Doug Mokros arrived at 6:10 p.m.

Discussion on establishing a committee to review RFP’s, creating a shortlist, and conducting interviews. Interviews will be tentatively scheduled for Monday, March 20<sup>th</sup> during the day with recommendation to the City Council that evening prior to the Equalization meeting. Committee can be mix of Council, residents, or other team members.

Motion Harris, second Mokros, carried, to adjourn at 6:25 PM. Roll Call “Aye” (Harris, Mayrose, Schierholz, Karel, Mokros).

Dated this 21<sup>st</sup> day of February 2023 at Salem, South Dakota.

(SEAL)

Glenda Blindert  
Mayor

ATTEST:

Lori Heumiller  
Finance Officer

Published once at the approximate cost of \_\_\_\_\_.