

REDISTRICTING MEMO

Feb. 17th, 2010

- Commissioner Birkman will be the lead person on the project.
- We will use an "RFP" to solicit responses from potential candidates.
- Census data will be available ?????
- Schedule will depend on availability of census data
- We will have a pre-proposal conference to answer questions and allow potential submitters to be aware of the opportunity
- Selection of the firm/individual will be based on qualifications
- Cost and Fee schedule will be submitted upon selection and negotiated prior to contract award.
- Evaluation committee will be made up of:
 - Commissioner Birkman
 - Commissioner Morrison
 - Hank Prejean
 - Richard Semple
 - Rick Barron

Meeting: January 11, 2010

Attendees: Commissioner Birkman
Commissioner Morrison
Mary Clark

Meeting notes: Commissioner Birkman, Commissioner Morrison and Mary Clark met on January 11th. We reviewed the RFP and are ready to put it on the agenda. Mary will put it on the agenda for January 26th.

REDISTRICTING MEMO UPDATE

June 9th, 2010

- After initial meeting with Commissioner Morrison, it was decided that since Commissioner Covey and Commissioner Birkman's precincts were to be the most effected by any redistricting efforts that Commissioner Covey would replace Commissioner Morrison on the committee.
- Commissioner Birkman and Commissioner Covey will co-chair the committee:
 - Other committee members:
 - Mary Clark, Executive Assistant – Commissioner, Pct. 1
 - Hank Prejean, County Attorney's Office
 - Richard Semple, Director - GIS & 911 Addressing
 - Rick Barron, Director - Elections
 - Candi Zaccheus, GIS Analyst - Elections
- Mary Clark worked with Patrick Strittmatter and Jonathan Harris in purchasing to come up with a RFQ.

- January 26th, the court issued an RFQ, #109WCP905 to be opened on March 8, 2010 at 2:00 p.m. in the auditor's office.
- March 8th at 2:00 p.m. me, Jonathan Harris and Patrick Strittmatter from purchasing. opened the RFQ's
- 3 - RFQ's were received
 - Bickerstaff
 - Hudson
 - Rios
- Monday, March 29th, 2010 all three firms were interviewed by the entire committee
- The firms were rated on 100 pts. scale – see attached
- April 29th, 2010 I sent an email to Bickerstaff, the highest scoring firm to ask them to present us with a proposal – see attached, Exhibit B
- Monday, May 3rd, 2010 the proposal from Bickerstaff was received. – see attached, Exhibit C
- I sent the proposal to the committee members and received feedback from the committee members
- May 28th, 2010 Mary Clark sent an email to Bob Heath asking to negotiate a few of the items – see attached, Exhibit D
- June 9, 2010, Bob Heath called and said that his firm is working on revising the proposal and should have something to me, Mary Clark in the next day or two. I ask him to please provide a specific budget with a not to exceed amount.
- June 14, 2010 I received the revised proposal – see attached, Exhibit E

REDISTRICTING MEMO UPDATE

June 23rd, 2010

- June 23, 2010 I met with Patrick and Jonathan in purchasing to discuss revisions to the RFQ
- June 29th an agenda item will be placed on the Commissioner Court agenda to reject all previous RFQ's
- Mary will meet with Jonathan and Patrick and will come up RFP's.