

**City of Cayce  
Special Council Meeting  
May 16, 2012**

A Special Council Meeting was held this morning at 9:30 a.m. in Council Chambers. Those present included Mayor Elise Partin, Councilmen Steve Isom, Tim James, and James Jenkins. Councilmember Kenneth Jumper arrived at 10:30 a.m. City Manager Rebecca Rhodes, Municipal Clerk Tammy Barkley, and Director of Planning & Development, Shaun Greenwood were also in attendance. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

**Call to Order**

Mayor Partin called the meeting to order. Councilmember Jenkins gave the invocation and the assembly recited the Pledge of Allegiance.

**Other**

- A. Presentation by Architectural Firms Re Request for Qualifications for the City Hall Architectural Study:  
Jumper, Carter, Sease  
The Boudreaux Group  
Mark Eggl Architects

Ms. Rhodes advised that DP3 Architects had withdrawn their RFQ for this project. Each firm listed above appeared separately before Council and provided additional information in regard to the RFQ they submitted for the project. At the end of their presentations, Council interviewed each firm.

- B. Discussion and possible action on selection of an Architectural Firm to perform the City Hall Architectural Study

Discussion took place regarding the qualities and abilities of each firm. Mayor Partin confirmed that if Council did decide to renovate the current buildings or go to something new, that it would be a completely different bidding process. Ms. Rhodes stated that Council could choose the same firm for both projects, but the projects would have to go through a bidding process. It is two completely different projects. She stated that was the City's purchasing policy and usually the procedure used by municipal governments.

Mayor Partin asked for Council's input. Councilmember James stated that he was glad Council went through the interview process as it provided him with a good bit of information. Councilmember Jenkins stated that he did not feel the presentations provided enough detail. Additional discussion took place on each firm's presentation and the pros and cons of each. Councilmember James inquired if references were checked. Ms. Rhodes stated that the Evaluation Committee requested that she check references on the top four firms. She stated that she did not receive any negative feedback on any of the firms. Mayor Partin stated that she felt that all firms were duly qualified and could do a good job. Councilmember Isom stated he was impressed with all three presentations. Councilmember Jenkins stated he would need more detail from the firms prior to making a decision and asked the City Manager to look into certain issues and report back to Council. Ms. Rhodes advised that she would provide Council with that information prior to the next Council meeting. She stated that once Council makes a decision on the firm, the firm would submit a detailed contract for the project which will be brought back to Council for review and approval. She stated that if Council is not in agreement with the contract, they have the option to move on to the next choice. Mayor Partin inquired if there is an approximate cost for the project. Ms. Rhodes stated that she has received an estimate of \$25,000 to \$30,000 and that funds have been put aside from the additional business license revenue for the project.

There being no further business, Councilmember James made a motion to adjourn the meeting. Councilmember Jenkins seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 11:15 a.m.

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Elise Partin, Mayor

ATTEST:

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Tammy P. Barkley, CMC, Municipal Clerk