

Whitewater University Technology Park Board
Whitewater Municipal Building
Lakefront Conference Room
Minutes for June 8, 2009

1. **Call to Order.**

The meeting was called to order at 9:00 AM by President Telfer. Members present: Ronald Gayhart, Peter Zaballos, Kevin Brunner, Jeff Knight and Richard Telfer. Absent: John Chenoweth, Patrick Singer. Others present: Denise Ehlen, Jim Caldwell, Mike Vanden Bosch (WCEDA), Paul Raislager (Eppstein Uhen Architects), Cliff Goodhart (Eppstein Uhen Architects), Steve Holzhauser (Eppstein Uhen Architects) and Scott Easton (Associated Engineers).

2. **Kickoff meeting for Whitewater Innovation Center project.**

This meeting was held primarily to meet with the architects from Eppstein Uhen Architects recently hired to do the schematic design and planning for the Whitewater/University Technology Park Innovation Center building. Steve Holzhauser will be the lead principal on the project from Eppstein Uhen. Cliff Goodhart will be the project manager. Paul Raislager will be the project architect. In addition Ken Saike will provide landscape architecture services, Verbicher and Associates will provide civil engineering services, Pierce Engineers will provide structural engineering and Scott Easton from Associated Engineers will provide HVAC engineering consultation.

Project goals were established along with defining the overall project scope. Primary project goals are to further develop a good working relationship between the City and University; providing a place for job creation and development so that fewer students move away from the community after graduation with more opportunities for faculty, staff and student entrepreneurship; and to the greatest extent possible incorporation of green and sustainable technologies in the Whitewater Innovation Center building (including attainment of LEED Silver designation).

Team communications were discussed. There will be regularly scheduled meetings. Meeting minutes will be taken by Eppstein Uhen and posted on a shared project website. Kevin Brunner will serve to provide overall coordination for the Tech Park Board while Cliff Goodhart, as project manager, will take the lead for Eppstein Uhen.

The schedule for the project was also discussed including the need to schedule a meeting with targeted users; site evaluation; PRECIS environmental consultation; design milestones; owner/municipal reviews; award of grants/tenant commitments and contractor selection.

There was extensive discussion regarding the bidding process for the Whitewater Innovation Center building (which the Community Development Authority would ultimately own). Brunner indicated that he would soon meet with City Attorney McDonell to determine the process by which public bidding laws would be complied with. He further indicated that he would be scheduling a meeting with Cliff Goodhart and the City Attorney

to discuss how construction management services should be secured for the building project.

A series of questions will be asked of the City Attorney including the following:

- (1) Can the Tech Park Board select a construction manager or general contractor based upon an RFQ or RFP process?
- (2) What will the public bidding requirements be on this on this particular project?
- (3) What is the 501(c) (3) IRS designation process for the Tech Park Board?
- (4) What will be the role of the Whitewater Plan Commission and Tech Park Board with regard to site review within the boundaries of the Whitewater/University Technology Park?

Brunner will report back on all of these items at a future meeting of the Board.

2. **Adjournment**

It was then moved by Knight and seconded by Zaballos to adjourn. The meeting adjourned at 11:00 a.m. The next meeting of the Whitewater/University Technology Park Board of Directors was scheduled for June 16, 2009 at 3:45 p.m. in Room 422 Hyer Hall on the University of Wisconsin-Whitewater campus

Respectfully Submitted,

Kevin Brunner, Secretary