



Meeting Minutes
October 19, 2010 - 1:00 PM
Traffic Operations Conference Room, Franklin City Hall

Attendees:

David Parker, City of Franklin
Eugene LeBoeuf, Vanderbilt University
Mark Hilty, City of Franklin
Ken Moore, City of Franklin
Eric Gardner, City of Franklin
Bo Butler, SSR
Zack Daniel, CDM
Chris Provost, CDM
Leeann Williams, CDM
Kirk Westphal, CDM (by phone)
Jamie Lefkowitz, CDM (by phone)

The objective of the October Steering Committee Meeting was to review and discuss the Scope of Work, Schedule, and Cost Proposal for Phase II of the IWRP.

The draft of the Phase II Scope of Work, Schedule, and Cost Proposal was distributed shortly before the Steering Committee Meeting; consequently, the meeting was focused on providing an overview of the document with the Committee prior to their full review of information. The discussion at the meeting was primarily regarding the task breakdown for Phase II.

The Steering Committee expressed that they believed the Cumberland River Pipeline evaluation was thought likely to be unnecessary. As a preliminary suggestion for revision, the task was left in the scope and budget as a separate line item so that it could later be removed, if desired. The Steering Committee was asked to review the entire document following the meeting and to provide feedback by e-mail.

The remainder of the meeting was used to discuss preparations for the BOMA meeting in preparation of Phase II. The Steering Committee recommended that a brief presentation be provided during the BOMA meeting; the presentation should include a summary of the Scope of Work, a breakdown of task costs under Phase II, as well as a schedule of work.