

MISSOURI STATE PENITENTIARY REDEVELOPMENT COMMISSION  
Final  
MEETING MINUTES  
Open Session  
December 19, 2007

Call to Order: Chairman Dan Carr called the MSP Redevelopment Commission meeting to order at 1:00 p.m.

Roll Call: The Following Commission members were present. Michael Berry, Gene Bushmann, Dan Carr, Bob Meyer, Pam Neugebauer, Kathy Peerson, James Wunderlich. Quorum present. (Six members must be present to constitute a quorum - 1 vacancy.)

The Following Commission members were absent: Darrell Roegner, John Sheehan.

The Following Facilities Management, Design and Construction staff members were present: Director Deputy Director Walter Johannpeter, Lisa Cavender, Charlie Brzuchalski, Lynne Angle, and Karen Witt.

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Charlie Brzuchalski provided a PowerPoint presentation to discuss the meeting agenda items.

- I. Approval of Minutes/Agenda
  - The minutes from the October 2007 meeting were approved
- II. Status Update on MSP Caretaking / Interim Uses Management – Charlie Brzuchalski
  - Nothing new to report.
- III. Review and Update on MSP Redevelopment Project Status – Charlie Brzuchalski
  - Housing unit 1 in very good shop. Geo tech is drilling on the site today – Charlie Brzuchalski
  - GSA Project Planning – Charlie B.
    - Press release was held Sen. Bond optimistic of funding and revealed the design for the Federal Courthouse
    - The front elevation looks similar to previous sketches
    - Bond made comments the back elevation is very noticeable from a distance
    - Still working on parking issues.
    - Brad Scott and the Project Manager will attend January meeting to present design of building and parking issues.
    - Funding will be more apparent in January Sen. Bond indicated it will be in one of the Omnibus Bills.

- The Bill is 66 million and they are at budget right now.
- Michael Berry - parking is very critical issue and is a key piece.

IV. Pending Items from Previous Meetings – Charlie B.

- Master Developer Selection Process
  - Review revision to Master Developer RFQ
  - Charlie presented RFQ mailer and text, will be print ready today or tomorrow, if the ads are in this week they will be published 1st week in January in the Business Journals.
  - Proposed timeline for Selection Process
    - 12/20/07 Issue RFQ
    - 1/15/08 Receive RFQ Response
    - 1/23/08 “Short list” selected by MSPRC and review draft of RFP by MSPRC
    - 1/28/08 Issue RFP Documents
      - Informational meeting to be held between these dates
    - 3/14/08 Receive proposals for redevelopment
    - 3/26/08 Master developer selected by MSPRC
    - 5/28/08 MSPRC review development agreement

Gene Bushmann expressed concern of missing someone significant due to the short timeline; Charlie does not think it is a problem, no feedback from any commissioners on mailing list. Dan Carr will send Charlie more firms to add to mailing list.

- Mailing List for Request of Letters of Interest
  - List was derived from FMDC shop and supplemented by firms that have expressed interest and Dan has provided additional firms
  - Dan concerned list does not include enough qualified firms. Charlie stated that unqualified firms would pass on to firms that are qualified. Michael Berry likes idea of using Directory of the Urban Land Institute (ULI) that Dan Carr has. Another suggestion by Michael is contacting governments to find out the master developers they used.
  - Charlie stated NASFA may be a good resource for locating firms.
  - There are several firms on list that we know are acting on behalf of firms around the world which will have to make themselves known.

- Michael stated if another list is developed it can be sent later
- Dan will send ULI book to Charlie
- A committee needs to be appointed to review the RFQ as they come in. Dan will appoint the committee to present to the commission
- The committee will be supplied w/criteria to score the firms
- Dan suggested a representative from the state, county and city from the commission
- Michael Berry was elected chair of the committee
- Kathy nominates Pam, Jim and Bob
- John and Gene could keep each other informed and share responsibilities. Jim and Bob could keep each other informed
- Motion passed to create committee

V. Upcoming Agenda Items

- “Due Diligence” Web-Forum
- Economic Development Incentives/Opportunities  
Move to February
- MSP Historic Tours
- Commercial Banking Provider Selection Process
- Draft Policy for Training, Photo and video Production Usage of MSP Property
- Recommendations for MSPRC Staff Position Descriptions

The minutes will be posted to the MSPRC web forum for review prior to the next meeting.

With no further business, the meeting was adjourned. No Closed Meeting.

**Next Meeting:** January 23, 2008 1:00 p.m. room 493/494