

**MEETING REPORT
QBS Colorado - Directors
March 11, 2010**

The QBS Colorado Director's meeting was called to order by Tracy Lyman at 7:14 am, March 11, 2010, in the ACEC of Colorado Conference Room. Those present were: Joonho Yo, Paul Bakken, Andy Garner, Dan Akin, Ceila Rethamel, Marilen Reimer and Sue Bertram. Ceila Rethamel and Mike Fink were unable to attend.

1. Meeting Report from February 2010 was accepted. QBS financial report was accepted.
2. It was agreed that Tracy will target Arvada as the first municipality to contact for scheduling meeting(s) with purchasing agents etc.
3. It was agreed to pursue contact with the RMPGA to eventually influence City Councils/City Managers/County Administrators. Sue and Mike will continue with those contacts. Mike will speak with representatives from Wheatridge and Arapahoe County.
4. RFP's received to date were discussed and contact assignments made. While these contacts may not yield the most successful results it was agreed that they are of importance.
5. It was agreed that the Successful Projects Notebooks will be phased out and the info will be available on flash drives. Prices were obtained however no discussion was had.
6. 2009 Board Initiatives
 - i. Outreach – Newsletter, Lecture Opportunities, Bi-Annual Forum – Andy
 1. Great success with presentations to engineering students: CU, CSU, UCD. Sue will contact architecture professor at UCD. Dan/Tracy to contact student group @ Mines.
 2. APWA May Conference-Dan to present, will coordinate with Owen Randall
 - ii. Owner Outreach – Purchasing Agents/CML/APWA (Mike was not present)
 - iii. Watchdog Activity/RFP – Dan
 - iv. Legislative Action – Dan and Joonho
 - v. Award – All – no discussion
7. Sponsorship – A number of potential organizations were discussed. Directors will initiate discussion with those that they know. 3 levels of affiliate/sponsorship available: gold - \$500; silver - \$250; bronze\$100.
8. New advertising opportunities continue to be discussed.
9. DOLA – Larry Friedberg, AIA has become involved with concerns over DOLA contract. Progress appears to be happening, will await the final word from Larry and we will discuss next steps.
10. AIA is organizing a “Fairness to Architects” committee. Dan and Tracy to attend first meeting, March 16th @ noon.

Follow-up Action Items:

No.	Item Description	Assigned	Due Date
1	Draft suggested paragraph regarding the QBS overall process for QBS website.	JOONHO	
2	Research CSU-CM School contacts	JOONHO	
3	RMPGA attendance, sponsorship, presentation, etc.	MIKE/SUE	
4	Affiliate Members	/ALL	
5	CDs/Thumb Drives	ANDY/SUE	
6	APWA May Mgmt Conference Sponsorship – QBS session confirmed for May 13 th	DAN	
7	AIA Design Conference Sponsorship	SUE	
8.	Re-send reminder to sponsoring organizations for RFP's	SUE	
9.	Full WBS, Hybrid (Partial) QBS and not using QBS for consultant selection list	SUE	
10	Future Board member recruitment notices, send to organizations in September.	SUE	
11	Contact P. Marxhausen for potential CSU, CU, UCD referrals for presentations.	ANDY	ongoing
12	Chose one Municipality Arvada	Tracy	ongoing
13	Contact P. Marxhausen for potential CSU, CU, UCD referrals for presentations.	ANDY	ongoing

The next meeting is April 8th at 7 am, ACEC/CO office; Tracy to provide refreshments. The meeting concluded at 9:03 am.