

**CITY OF FRANKLIN
TECHNOLOGY PLAN SUB-COMMITTEE MEETING MINUTES
July 9, 2008**

- I. The July 9, 2008 Technology Plan Sub-Committee Meeting was called to order at 5:08 p.m. by Chairman Webler in the Hearing Room of Franklin City Hall.

Members present were Webler, Kane, Herman, and Director of Administration Luberda.

- II. Citizen Comment Period: None.

- III. Review and Approval of the September 18, 2007 Meeting Minutes

Motion by Member Herman and seconded by Member Kane to approve the September 18, 2007 meeting minutes as presented. Motion carried: Ayes-All.

- IV. Request for Proposals and Request for Qualifications for Technology Infrastructure Plan & Applications Plan Development

Director of Administration Luberda presented the draft Request for Proposals and Request for Qualifications document that had previously been distributed at the Technology Commission meeting. Discussion was held. Members provided comments and suggestions for revising the document. Mr. Luberda was directed to incorporate the suggestions of the Sub-committee and other corrections as he may determine.

The proposed timeline for the RFP process was discussed. Sub-committee members believed 2 weeks time after final publication provided ample response time for a consultant. Members anticipated internal review of submissions should be completed within 2 weeks with interviews and presentations of preferred consultants to follow.

- V. Next Meeting Date and Time. July 22, 2008 at 5:30 p.m., which meeting time may be cancelled by the Director of Administration if insufficient time to complete a revision of the RFP/RFQ document.

- VI. Adjournment

Motion by Member Kane and seconded by Member Herman to adjourn the July 9, 2008 Technology Plan Sub-Committee Meeting at 6:17 p.m. Motion carried: Ayes-All.