

Thursday, October 22, 2015

LITCHFIELD HOUSING AUTHORITY

SPECIAL MEETING OCTOBER 22, 2015 BANTAM FALLS

Called to order at 3:07 PM by Chairperson Sandra Becker

Commissioners present: Sandra Becker, Barbara Spring, Tom McClintock, Robert Miller, and Executive Director Jim Simoncelli Jr.

1. Small Cities Grant:

a. Roofing Project

- i. Jim Simoncelli Jr. distributed a bid spreadsheet which listed all contractors that submitted a bid. There were four contractors that submitted a bid. The apparent low bidder submitted a total base bid of \$227,400, the second lowest bidder submitted a total base bid of \$261,801, the third lowest bidder submitted a bid of \$348,000, and the highest bidder submitted a bid of \$450,900. Jim Simoncelli Jr. stated that he met with Nancy Wagner and Clifford Cooper to discuss the next steps in the grant process.
- ii. Jim Simoncelli Jr. discussed in detail the two lowest bids with all commissioners. Jim Jr. explained that the apparent low bidder submitted an incomplete application and that they were missing very important information required to be submitted in the bid document.
- iii. Motion made by Bob Miller to disqualify the apparent low bidder (Young Developers LLC) because the bid submitted was incomplete, missing several required documents as listed in the Instruction To Bidders section of the bid document, and recommend the award goes to the second lowest bidder (the Imperial Company, Inc.). Motion seconded by Tom McClintock. Motion passed.

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Barbara Spring. Motion passed. Meeting adjourned at 3:55PM.

Respectfully Submitted,
Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority