

## **Nottawa Community School**

### **Board Meeting**

September 30, 2024 ~ 5:00 P.M.

### **Special Meeting Minutes - Bid Opening**

“Building Better Futures for Children and Communities”

#### **I. Call to Order**

- A. Required Reading of PA213.

Meeting was called to order at 5:00 PM by President Rosenbaum.

Members Present: Brandon, Danberry, Hochstetler, Rosenbaum

#### **II. Introduction of guests:**

- A. The board recognized Mr. Dan Darnell Mr. Darnell serves as site management services and construction manager adviser with Mobile Modular. Dan is present this afternoon to help us review bids.

#### **III. Presentations if any:**

Mr. Wolff gave a brief summation of board policy concerning

- A. Open and read aloud each bid that the Board received at or before the time and date for bid submission specified in the advertisement for bids. *\*The Board may reject any or all bids.*
- B. The bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board or the Superintendent of the District. *\*A Board shall not accept a bid that does not include this sworn and notarized disclosure statement.*
- C. The board president or his designee shall announce the apparent low bidder.
- D. The board may either discuss and award the contract at the time of opening or may elect to review the bid proposals and reconvene at a later date to award the bid.
- E. Bids shall be read in the following manner:
  - 1. General Trades
  - 2. Electrical
  - 3. Excavation
  - 4. Footings
  - 5. Septic
  - 6. Plumbing

Mr. Wolff Announced that there was only a single bid to open and read. That bid was submitted by CT Electrical Services. Mr. Wolff noted that over the last two weeks he spoke with contractors who asked about the job. These contractors opted not to submit bids. The two most common explanations given to Mr. Wolff was that due to the very small nature of the bid project that there was not interest in going through the process, and that the small scale meant less money.

President Ron Rosenbaum opened the sealed bid from CT Electric, reviewed the notarized familial disclosure affidavit, references, and contact information. Then President Rosenbaum read the bid out loud. \$2,800 for

the connection of the electric supply to the modular building. The board noted that this did not include the H Frame for the meter and shut off. There was a discussion as to whether or not an additional exterior shut off would be needed as this potentially exceeded the code requirement. Trustee Brandon suggested that this could be a requested addition to the bid. The board recommended having an electrical disconnect. Jerome called the bidder during the meeting, asking for an alternate 1 option for the 400 AMP disconnect. Dave Savage of CT Electric Services reported that will provide the requested alternate pricing this week.

#### **IV. Action items**

##### **A. Electric Bid**

Motion by Rosenbaum, support by Brandon to accept the electrical bid from CT Electrical Services in the amount of \$2,800 contingent upon an acceptable alternate for the 400 amp disconnect if deemed necessary by Consumers Electric. Motion Carried 4-0.

There was discussion about the lack of bid. Mr. Wolff noted that due to the small project scale and the likelihood that much of the work would be well below the bid threshold, coupled with the need for continuity of education seemed to create an urgent need of the work to be performed as soon as possible and justified under board powers consider an emergency need to complete the project.

##### **B. General Trades**

Motion by Rosenbaum, support by Brandon that due to the lack of bids for general trades to request the Construction Manager Adviser to gather up to 3 quotes for the board. Motion Carried, 4-0.

##### **C. Excavation**

Motion by Rosenbaum, support by Brandon that due to the lack of bids for excavation to request the Construction Manager Adviser to gather up to 3 quotes for the board. Motion Carried, 4-0.

##### **D. Footings**

Motion by Rosenbaum, support by Brandon that due to the lack of bids for footings to request the Construction Manager Adviser to gather up to 3 quotes for the board. Motion Carried, 4-0.

##### **E. Septic**

Motion by Rosenbaum, support by Brandon that due to the lack of bids for septic to request the Construction Manager Adviser to gather up to 3 quotes for the board. Motion Carried, 4-0.

##### **F. Plumbing**

Motion by Rosenbaum, support by Brandon that due to the lack of bids for plumbing to request the Construction Manager Adviser to gather up to 3 quotes for the board. Motion Carried, 4-0.

#### **V. Other**

#### **VI. Adjourn**

Motion by Rosenbaum, support by Brandon to adjourn the meeting at 6:13 PM. Motion Carried 4-0.

#### **VISION**

*“Nottawa Community School will encourage the involvement of parents and community to embrace a shared purpose in the education of our students to become problem solving, responsible, and contributing members of society.”*