

DATE: FEBRUARY 3, 2016

MEETING: BOARD OF CONTRACT & SUPPLY

PRESENT: MAYOR DAVID, MR. KELLOGG, MR. SHAGER, MR. FRANK, MR. STANDISH

ABSENT: NONE

The meeting of the Board of Contract and Supply was called to order at 11:00 a.m.

FIRST ORDER OF BUSINESS: APPROVAL OF MINUTES:

An approval of the minutes from the January 27, 2016 Board of Contract and Supply meeting were approved on a motion by Mr. Standish and seconded by Mr. Kellogg and unanimously favored.

SECOND ORDER OF BUSINESS: BID AND RFP OPENINGS:

Bids were opened for the 2016 Emergency Repairs to City Streets and Utilities. Four bids were opened and forwarded to the Engineering Department on a motion by Mr. Frank and seconded by Mr. Kellogg and unanimously favored.

RFP's were received for the Downtown Parking Kiosks and were read into record. The seven RFP's that were received were forwarded to the Purchasing Department on a motion by Mr. Shager and seconded by Mr. Kellogg and unanimously favored.

THIRD ORDER OF BUSINESS: PERMISSION TO ADVERTISE:

Permission to advertise for Bids for the Rehab of the South Washington Street Pedestrian Bridge was approved on a motion by Mr. Standish and seconded by Mr. Kellogg and unanimously favored.

FOURTH ORDER OF BUSINESS: PROFESSIONAL SERVICE CONTRACT:

A professional service contract with Griffith Engineering for Public Housing Assessment in the amount not to exceed \$5,000.00 was approved pending E&A and City Council approval of a fund transfer on a motion by Mr. Kellogg and seconded by Mr. Standish and unanimously favored. Funds may be available in A8668.54410.

FIFTH ORDER OF BUSINESS: CONTRACT RENEWAL:

A one year contract renewal with Hach Company for the monitoring and calibrating of (32) Water Department instruments in the amount of \$23,845.23 the sole source for this type work was approved on a motion by Mr. Frank and seconded by Mr. Standish and unanimously favored. Funds are available in FX8310.54410.

SIXTH ORDER OF BUSINESS: PURCHASE APPROVAL:

A purchase approval to install (2) new elevators in the State Street Ramp was tabled on a motion by Mr. Kellogg and seconded by Mr. Standish.

There being no further business for the Board, the meeting adjourned at 11:21 A.M. on a motion from Mr. Shager and seconded by Mr. Frank and unanimously favored.

Respectfully Submitted,

Michael J. Dervay
Secretary Board of Contract & Supply