

Bid-Opening Meeting
Town of Pierceton
School Street and Third Street Sidewalk Project
Pierceton Town Hall – 105 Walnut Street Pierceton, IN
Wednesday, September 25, 2024 at 4:30 pm (ET)

Minutes

1. Introductions

Glenn Hall, Town Council President, introduced the individuals from the Town and the Project Team present at the meeting. This included:

- Olivia Nix, Grant Administrator, Michiana Area Council of Governments (MACOG)
- Myra Mast, Town of Pierceton Clerk-Treasurer
- Tammy Keirn, Town of Pierceton Attorney, Lemon, Keirn & Rovenstine, LLP
- Town Council Members:
 - Glenn Hall (Council President)
 - Matt Brubaker (Council Vice President)
 - ~~Chauncey~~ Smith
Chauncey

2. Project Overview

Olivia Nix began the meeting by providing a brief overview of the project. The Town of Pierceton has secured funding to construct a 6-foot-wide sidewalk with ADA ramps. The project will run along School Street to Third Street and continue along Third Street from School Street to Catholic Street. The project aims to improve accessibility, pedestrian safety, and walkability in the town.

3. Bid Opening

The bid opening process was conducted by the project team, with each submitted bid's bidder name and amount read aloud and recorded.

Bids Received:

- 1. Phend & Brown**
Base Bid: \$399,059
- 2. SiteWorx**
Base Bid: \$420,198.53
- 3. 1st Brooks Construction**
Base Bid: \$425,186
- 4. Premium Concrete Services (DBA Premium Services)**
Base Bid: \$483,813

Base Bid Scope Includes:

1. Construction of a 6-foot-wide sidewalk.
2. ADA-compliant ramps
3. Full sidewalk construction on School Street and Third Street as outlined in the project scope

Note: No action was taken at the bid opening meeting except to take the bids under advisement.

4. Attendee's Questions/Comments

The floor was opened for any questions or comments from attendees:

- **Question:** The Council inquired about the completeness of the bids and whether the entire project was covered by the bids submitted.

Answer: Olivia confirmed that the received bids were for the full scope of work, including sidewalk construction along School Street and Third Street.

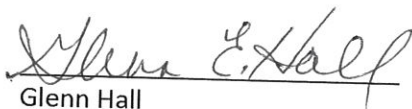
Additionally, the Council Vice President, Matt Brubaker, mentioned a resident's email requesting an additional public meeting regarding the project. He explained that there had been multiple public meetings already, including prior to the decision being made. Brubaker made a motion to deny the request for an additional public meeting, which the rest of the council approved.

5. Next Steps/Closing Comments

Olivia outlined the next steps and provided closing comments:

- The bids will be taken under advisement, and a decision will be made at a later date.
- Fleis & VandenBrink will review the bids to ensure compliance and responsiveness, and then will prepare a letter of recommendation that will get presented to the Town Council.
- Additional meetings and communications will be scheduled to finalize the decision, if needed.
- Once a contractor is selected, MACOG will submit the necessary documentation to OCRA for approval of the Release of Funds.
- After the Release of Funds is granted, the project will enter the construction phase, beginning with a pre-construction meeting.

The Town Council President proceeded with the other agenda items.



Glenn Hall

Town Council President



Attest: Myra Mast

Clerk-Treasurer