

**Troy Township**  
**Building Renovation Committee Meeting Notes**  
**Thursday, July 7, 2022**  
**4:00 p.m.**

Committee Chairman Supervisor Joseph D. Baltz called the meeting to order at 4:00 p.m.

The Pledge of Allegiance was recited, led by Assessor Kimberly Anderson.

Committee Members in Attendance:

- Chairman Supervisor Joseph D. Baltz
- Assessor Kimberly Anderson
- Trustee Jerry Nudera
- Administrator Jennifer Dylik (non-voting member and acting as Secretary)

Committee Members Absent:

None

A quorum is established. Also in attendance is architect Mr. Jacob Been from Healy Bender Patton & Been.

For the record, Trustee Bryan Kopman, Trustee Johnnie Greenwood, and Collector Dawn Damiani are in attendance. Clerk Larry Ryan arrives at 4:15 p.m.

Chairman Baltz asked three times for any citizen comments. No comments were made.

Chairman Baltz turned the meeting over to Mr. Been to discuss the bid process and bids received. Mr. Been gave a summary of the bid process, where the project was advertised (Herald News, Township website, Dodge Plan Room), entities that expressed interest (there were four), and ultimately reported that no bids were received for the July 6<sup>th</sup> bid opening. In following up with the contractors, Mr. Been learned that issues revolved around timelines, staff and product availability, etc.

The Committee then discussed how to move forward. Administrator Dylik summarized that the bid, as originally published, was asking for pricing on 5 items: RTU repairs, exterior EIFS repairs, the main interior building renovation, an add on option #1 for the interior, and an add on option #2 for the interior. Dylik further report that her thoughts for a rebid would be to pull the RTU and EIFS repairs out and bid each one separately as their own bid and then publish a bid for only the interior renovations.

Discussion followed and focused on the advantages and disadvantages of publishing a rebid in July or August or even later in the fall, the advantages and disadvantages for having three separate bids, material and supply chain issues, various time constraints of the project on the Township's end such as the Assessor starting work on the quadrennial assessments beginning in February of 2023, and the possibility of waiting a full year to rebid.

Mr. Been reported that one contractor who originally expressed interest in the project intended on submitting a bid but was unable to complete their bid due to the 4<sup>th</sup> of July holiday. Mr. Been suspects that if we were to rebid the project that contractor would likely provide a bid.

Administrator Dylik distributed a schedule showing two different bid scenarios: one with a bid publication date of July 12<sup>th</sup>, a bid open date of August 2<sup>nd</sup>, and a bid award date of August 15<sup>th</sup> and the second scenario with a bid publication date of August 9<sup>th</sup>, a bid opening date of September 6<sup>th</sup>, and a bid award date of September 19<sup>th</sup>.

Discussion continued around publishing a bid on July 12<sup>th</sup> or August 9<sup>th</sup>. Many were concerned that July 12<sup>th</sup> was too soon and would likely end with either no bids, or just one bid, which either way would not be advantageous to the Township. Trustee Kopman expressed concern with the costs incurred for each time the project is rebid including the publication cost, staff's time, and the architect's time. Trustee Kopman expressed support for an August 9<sup>th</sup> bid publication date to get the bidding closer to a fall timeline when contractor's work at local schools is wrapping up.

Dylik reported the original quote from Westside Mechanical to repair the RTU was \$33,000.00 and the estimate used in the project budget for the EIFS repairs was \$60,000.00. The threshold for a Township to require bidding is \$30,000.00.

Supervisor Baltz reminded that the Township is set to receive \$270,000 in state grant funds for shovel-ready capital improvements to be split with the Highway Department.

Clark Ryan suggested that when the project is rebid to reach out to the Will Grundy Contractor's Association to try and spur interest in the project.

After much conversation, Trustee Nudera motioned; seconded by Assessor Anderson, to rebid the project as three separate bids (RTU, EIFS, interior renovations) with a bid publication date of August 9<sup>th</sup>, bid opening date of September 6<sup>th</sup>, and a bid award at the September 19, 2022, board meeting.

The Committee established their next meeting date as Wednesday, September 7, 2022, at 4:00 p.m.

Motion made by Assessor Kim Anderson; seconded by Trustee Jerry Nudera to adjourn the meeting. Meeting adjourned at approximately 4:0046 p.m.

Submitted,

Jennifer Dylik, Secretary