

**Special Board Meeting  
March 12, 2014**

**I. CALL TO ORDER**

A Special Meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 5:30 PM, March 12, 2014 by Kim Campbell, Vice-Chair, pursuant to Idaho Code 33-506, 33-510 and Notice properly given. The meeting was held in the Board Room of the District Administration Building, 650 N. Cleveland, Moscow, Idaho. Campbell stated that the purpose of the special meeting was to award the bid for the renovation projects.

**II. DETERMINE QUORUM**

Campbell asked the clerk to determine if a quorum of the Board was present. Packard responded that three trustees are in attendance and a quorum was present. Dawn Fazio, Zone 4 and Eric Torok, Zone 2, were unable to attend and are excused.

Trustees present were Kim Campbell, Vice-Chair, Zone 3, Jim Frenzel, Zone 1 and Margaret Dibble, Zone 5.

The staff members present were Greg Bailey, Superintendent. Deb Adair, Business Manager and Angie Packard, Clerk.

**III. ACTION TO AWARD BID FOR RENOVATION PROJECTS** – Deb Adair, Business Manager, began by saying that the bids were opened yesterday and she was prepared to recommend acceptance of the lowest bid. She stated that three bids were received and the lowest bid was submitted by T.W. Clark. However, prior to the board meeting, representatives of T.W. Clark called and stated they had made a mistake and requested that their bid be pulled from consideration. Adair then went on to explain the legal requirements under Idaho Code in this matter. She also noted that there was a protest submitted by a subcontractor indicating that bids were received after 4 PM and were accepted and opened. She then went on to state that this was not correct as only three bids were received and the time was noted on each envelope prior to being opened that indicated receiving them within the allotted time. Campbell then asked Cameron Golightly, representing Design West Architects, what transpired from the contractor that caused them to withdraw their bid. He noted that the company discovered that they had made a mistake in their calculations and it would not cover their profit to the extent they would need. He then stated, at this point, the Board could either accept the next lowest bid or opt to re-advertise the bid with an opening on April 8. There was some discussion regarding the options available to the board and what each would entail.

There was then discussion on what was included in the bids and the costs of each bid alternate. Supt. Bailey then spoke on the bid alternates and what he believed were the ones that should remain within the bid request. He noted that the B-1 etc., refers to the Bear Den, S-1, etc. is for the science labs and so forth. He then went on to address each item. He recommended three items B-6; B-10; R-1 be removed and B-7 reduced if the Board decides to go out for a re-bid. Dibble asked if these bids met expectations. Cameron stated that they were little higher due to only one plumbing subcontractor giving a bid to each general contractor.

Campbell then stated a brief recap on what had been discussed and asked if she had it correct in that there are two things to decide, which was to either accept the second lowest bid or go out for rebid. Adair stated that was correct. It would also need to be decided if the security deposit from

the lowest bidder would be kept should the second lowest bid be accepted. There was discussion on what might occur if it goes out for re-bid.

Frenzel asked Supt. Bailey for a recommendation. Bailey recommended going out for a re-bid, removing the three items that were previously mentioned and reducing another one from the Bid Alt list.

Campbell asked what items would be removed. Bailey stated they would be B-6, B-10 and R-1 and reduce B-7.

### **RESOLUTION 14-78**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby rejects all bids that were presented.

**BE IT FURTHER RESOLVED** the Board of Trustees will reopen the bidding process to allow submittal of bids up to 1:00 PM on April 8, 2014.

Dibble moved the Board approve Resolution 14-78, seconded by Frenzel. The motion carried 3-0-0.

### **VI. ADJOURNMENT**

There being no further business, Campbell adjourned the meeting at 6:01 PM.