

Cut Bank Area Chamber of Commerce Minutes
Jan. 14, 2016 Special Board Meeting
Cut Bank Chamber Office – 5 p.m.

Directors Present: Jeff Billman, Calcie DeZort, Adrienne Fritz, LeAnne Kavanagh, Matt Waller, Juanita Meeks,.

Executive Director: Amy Overstreet

Directors Absent: Pete Hetherington, Steven Hjartarson, Sissy Nygaard, Pat Murphy (All Excused).

Guests Attending: None

The meeting was called to order by President Jeff Billman at 5:12 p.m. with a quorum of six directors present.

The board members reviewed the bid recap sheet submitted for the Public Drug Abatement Project and the recommendation from Newfields. Three bids were deemed “substantially complete” and these were Environmental Contractors LLC (Billings), Safe-Tech (Billings) and Ingraham Environmental (Butte). The bid from Schroeder Contracting, Inc. (Billings), was deemed incomplete and disqualified from further consideration.

On the motion by Juanita and second by Matt, the board voted unanimously to award the Scope of Work Base Bid as outlined in the Project Manual.

On the motion by Adrienne and second by Calcie, the board voted unanimously to award the project to the lowest responsive and responsible bidder, which was Environmental Contractors, LLC, of Billings. The value of the base bid accepted was \$77,772.59.

On the motion of LeAnne and second by Matt, the board voted unanimously to have Newfields prepare and send a Notice of Award and Agreement to engage Environmental Contractors, LLC. for the project. Amy will direct Newfields to prepare a standard American Institute of Architect Agreement Form A105-2007 listing Environmental Contractors LLC

The meeting was adjourned.

LeAnne Kavanagh
Secretary/Director