**North Liberty Town Council Minutes – September 25, 2018**

The special meeting of the North Liberty Town Council was held at the North Liberty Community Building. Gerry Brown led the Pledge of Allegiance and Will Groves, Jr. gave the Invocation. Gerry Brown called the meeting to order at 7:00 P.M.

Council MemberRandy Lemert,Town Attorney Pat Primmer, Kent Anderson Kenna Consulting. Laurie Johnson DLZ, Ty Bancroft TGB, and Vicki Kitchen Clerk-Treasurer were in attendance.Tom England and Matt Peterson were not in attendance. There were nocitizens present.

Will Groves, Jr. made a motion to approve the vouchers. Randy Lemert seconded the motion. All voted to approve.

Town Attorney Pat Primmer read state statute IC 36-1-12-4 (8) The board shall award the contract for public work or improvements to the lowest responsible and responsive bidder (9) if the board awards the contract to a bidder other than the lowest bidder, the board must state in the minutes or memoranda, at the time the award is made, the factors used to determine which bidder is the lowest responsible and responsive bidder to justify the award. (11) In determining whether a bidder is a responsible bidder, the board may consider the following factors: (A) The ability and the capacity of the bidder to complete the work, (B) The integrity, character, and reputation of the bidder, (C) The competence and experience of the bidder.

The North Liberty Town Council started a discussion regarding the DLZ Bid Recommendation letter dated September 19, 2018.

Ty Bancroft offered his perspective on the bid recommendation letter, his business, and references.

Laurie Johnson, from DLZ had an opportunity to speak and that she stated that DLZ stands by their bid recommendation letter.

Discussion followed. The town council asked town attorney for legal advice twice. The coucnil first asked if the DLZ Bid Recommendation letter satisfies the legal requirements. Town Attorney Pat Primmer responded that the decision must be made by the town council based on those factors in the statute read and referenced the factors again. The council indicated that they understood that; the council asked the town attorney if the Town was covered if they did not award to the lowest bidder. She said yes.

Will Groves, Jr. made a motion to tentatively award the Stellar Streetscape and Site Improvements to Walsh and Kelly pnding OCRA release of funds received based on the bid recommendation letter. Randy Lemert seconded the motion. All voted to approve.

Will Groves, Jr. made a motion to tentatively award the Façade Package 2A and 2B to Larson Daniels pending OCRA release of funds. Randy Lemert seconded the motion. All voted to approve.

With no further business before the North Liberty Town Council, Will Groves, Jr. made a motion to adjourn at 7:29 P.M.Randy Lemert seconded the motion. The vote was unanimous.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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Vicki L. Kitchen, Clerk-Treasurer