



Menominee County Highway Department

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Menominee County Highway Committee Special Meeting Minutes Monday, October 3, 2022 Highway Department Conference Room

- 1. Call to Order.** 3:45 p.m.
- 2. Roll Call.** Committee members present: Elizabeth Moses, Chairperson; Stephan Grochowski, Vice-Chairperson; and James Lowey, member. Committee members absent: None. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner; and Margaret Tomow, Administrative Assistant.
- 3. Discussion/Action on Bid(s) for Trillium Road and Mip Anaq Road Repaving Project**

The Commissioner presented a memo dated September 30, 2022, which outlined the recommendation of the bid evaluation team. Also included in the meeting packet was a copy of the request for proposals, which was issued by the Commissioner on September 7, 2022, and a copy of one bid submitted by Northeast Asphalt, Inc., which was received by the RFP deadline. The memo, in summary, stated as follows:

On September 7, 2022, the Commissioner issued a request for proposals (RFP) for pulverizing, repaving, and re-shouldering Mip Anaq Road and Trillium Road. The project is funded in part by WisDOT's Local Road Improvement Program. A Class 2 notice was published in the Shawano Leader on September 16th and September 23rd. The RFP was also posted on the County's website. Only one bid was received by the deadline date and time of September 30, 2022. The bid evaluation team, consisting of the Commissioner, Finance Director, and Conservation Director, reviewed the bid to ensure that it conformed with the RFP. The bid conformed in all respects except for the deadline date. The bidder asked to have the project completed by June 1, 2023, instead of November 11, 2022. The bid evaluation team recommended the Committee award the project to Northeast Asphalt, Inc., subject to further negotiation by the Commissioner.

The Commissioner expressed his concerns about the impact high oil prices have had on the cost of asphalt and diesel, and how those costs made this project cost prohibitive up until recently. The concern is that if this project is delayed until spring, higher diesel and asphalt prices could adversely affect this project again. The Committee expressed its hope that oil prices would stabilize.

J. Lowey asked for clarification on the funding provided by the Local Road Improvement Program. The Commissioner explained that the Town budget included \$178,634 for this

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project. The Town would incur the expense and then seek reimbursement of one-half, or \$89,317, through the Local Road Improvement Program.

Motion by J. Lowey to accept the recommendation as described in the Commissioner's memo. Second by S. Grochowski. Motion approved.

4. Adjournment: 3:49 p.m.

Minutes recorded by Margaret Tomow and prepared by J. Weso.