

**TOWN OF SAGUACHE**  
**Board of Trustees**  
**Special Session**  
**April 23, 2012**

The Town of Saguache Board of Trustees met for a Special Session on April 23, 2012, with Trustees being present as follows:

Mayor Milton Jones	Absent (excused)
Mayor Pro-Tem Dario Archuleta	Present
Lyn Miles, Trustee	Present
Carla Quintana, Trustee	Present
Tina Serna, Trustee	Present
Greg Terrell, Trustee	Present
Kate Vasha, Trustee	Absent (excused)

Town of Saguache employees present as follows:

Therese Garcia, Town Clerk	Present
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Citizens in Attendance: No citizens were present.

**Call to Order:** The meeting was called to order by Mayor Pro-Tem Archuleta at 6:30 p.m.

**Moment of Silence and Pledge of Allegiance:** was led by Mayor Pro-Tem Archuleta

**Review/Discuss/Approve Bid Package C: Bids:** The Board Members reviewed the bids, which were received from SLV Quality Concrete, Concrete Experts, Builders' Edge and RMS Utilities. The bids were opened on April 19<sup>th</sup>. Clerk Garcia reminded the Trustees that according to the CDBG grant, they must accept the lowest bid unless there is a compelling reason to not do so. There was discussion of the work done by SLV Quality Concrete as a subcontractor for Bid Package B. The lowest bid, from SLV Quality Concrete, was missing the qualifications sheet. Clerk Garcia explained that, according to the bid packet, the qualifications sheet is to be supplied "upon request...on the form furnished for that purpose". There was no form supplied, so there was no request made. Therefore the bid package didn't require the qualifications sheet, and the low bid is a qualified bid. Clerk Garcia explained that, once the Board awards the bid, she will contact the State of Colorado, who has to check the contractor, and once the company is cleared by the State a pre-construction meeting will be scheduled. Once that is held, the Notice to Proceed will be given to the company. So work will not start for approximately a week and a half. Once the company starts the work, they have fourteen or sixteen days to complete it. There was discussion of the drainage problem on the East side of 4<sup>th</sup>, South of Pitkin. Clerk Garcia explained that the sidewalk won't be raised. She detailed the work included in the Bid Package C.

**MOTION** by Trustee Serna; Second by Trustee Miles

Trustee Serna moved to approve the bid submitted by SLV Quality Concrete

Vote as follows: Trustee Quintana – aye; Trustee Serna – aye; Trustee Miles – aye;  
Trustee Terrell – aye; Trustee Vasha – aye; Mayor Pr-Tem Archuleta – aye  
Vote: 6 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the Vote was unanimous.*

**Adjourn:** There being no further business, the meeting was adjourned at 6:44 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES  
SAGUACHE, COLORADO

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Mayor Pro-Tem Dario Archuleta

ATTEST:

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Therese Garcia, Town Clerk