

CITY OF CRAWFORDSVILLE
REDEVELOPMENT COMMISSION
MEETING MINUTES
April 4, 2023 – 8:30 a.m.

The Crawfordsville Redevelopment Commission met in special session on Tuesday, April 4, 2023 at 8:30 a.m. in the Common Council Chambers of the City Building. Members present were: Virginia Servies, Steve McLaughlin, Tom Neal, Conrad Harvey, and Dan Rogers. Also in attendance were: Brandy Allen, Director of Operations & Community Development; Megan Huckstep, Director of Planning & Building Services; Kent Minnette, City Attorney of Taylor, Minnette, Schneider and Clutter; and Kathryn Vice, Executive Assistant, Department of Planning & Building Services.

Commission President Virginia Servies called the meeting to order at 8:30 a.m. and the roll was called.

Under items of old business, Commission members discussed bids that were received during the March 21, 2023 meeting for mowing and landscaping at the Commerce Park. Brandy Allen, Director of Operations & Community Development provided an overview of the bids, stating that the low bid was from Crawfordsville Outdoor, who has done the work in the past. She stated that the other two bids suggested additional work included in their bids. She reminded the Commission that this is a one year contract and that there has been discussion of splitting the work in the future, having one contract for mowing and one contract for landscaping.

President Virginia Servies commented that Sugar Creek Lawn & Hardscapes specifically mentioned in their bid things that the Commission has discussed and needed to be addressed. Dan Rogers noted the discrepancy in the price of the bids. Mrs. Servies suggested that the discrepancy could be attributed to the level of work. She voiced her concern that the company who has done the work in the past may not have performed the work to the level that was hoped for.

Kevin Kirsch of Crawfordsville Outdoor came forward to address the comments. He stated that his bid covers the scope of the contract. He was in agreement that the bushes needed to be cut back, but felt that was beyond the specifications of the contract. He reminded the Commission that Crawfordsville Outdoor has done this job for the previous five years. Mr. Kirsch described the bushes as a traffic impediment, reiterating that their removal would be above and beyond what was asked in the contract, but that he could bid that work if so asked by the Commission. Mr. Kirsch questioned if the other companies were under the impression that this was a two year contract, as it had been in the past. Mrs. Allen stated that each company was given the same information for a one year contract to expire on December 31, 2023, noting that Sugar Creek Lawn & Hardscapes submitted their bid for the period of April 1, 2023 until March 31, 2024.

CJ Mullett of Sugar Creek Lawn and Hardscapes came forward to speak on their bid. He stated that the bid does include cutting back approximately three (3) feet of the bushes being discussed, as well as a large load of trash to be removed. Mr. Mullett reminded the Commission that he noted in the bid, once the landscaping has been brought back to the expected standard, the cost of the work could be cheaper in future years, should they win the bid.

Dan Rogers suggested two options, going with the low bid as stated and restructuring the contract in future years or go with one of the higher bids that includes the work now. The question was raised, if the Commission goes with the low bid, could the Parks Department help clean up the landscaping. Mrs. Allen reported that the City has relied on other departments in the past, but since the Commerce Park is not a city park, she could not say at this time if that would be an option.

City Attorney, Kent Minnette advised that if the Commission were not going to choose the low bid, they would need to discuss specific issues of responsiveness. He added that the contract at hand was for basic maintenance, but that does not prevent having other work done as a separate agreement to be determined at a later time.

After some further discussion amongst the Commission, Conrad Harvey moved to accept the bid from Crawfordsville Outdoor and ask the City to bid out the additional work in a separate contract. Dan Rogers seconded. Motion approved 5-0.

Mrs. Allen asked the Commission to clarify what they would like to bring back in a second bid. Mrs. Servies stated that trimming the bushes and plant replacement should be included in the separate contract.

With no further business, it was noted that the next regularly scheduled meeting would be held April 18, 2023. The meeting adjourned at 8:52 a.m.

Minutes Approved: _____

Virginia Servies

President

Member

Conrad Harvey

Member

Member

Member