



Big Bear Municipal Water District

Lake Management

Board of Directors

Steve Ludecke – Division 1
Bob Reh fuss – Division 2
Craig Brewster – Division 3
Mark Lee – Division 4
Tom Bradford – Division 5

Administrative Committee Meeting Minutes July 20, 2023

Present: Director Ludecke
Director Brewster
Mike Stephenson, General Manager
Brittany Lamson, Board Secretary

Public: JP Montero

1. **Bid Review for Main Office Parking Lot**
 - a. Started the meeting to review the bids received.
 - b. JP, from Bear Valley Paving, explained why he thought the bid packet/ instructions were so confusing.
 - i. Explained that the line-item method of pricing was very confusing, and they did not know what to place on each line item.
 - ii. Didn't know if it was supposed to be lump sum or line items so he would have liked to see the lump sum price, or the agency should have specified each line item.
 - c. Mr. Stephenson explained that the lawyers deemed this bid non-responsive because of the way the bid was received vs the way the bid was requested.
 - d. The committee reviewed the bids and the lawyer's review and comments deeming it non-responsive because it gave this contractor a competitive advantage.
 - e. The committee understood why counsel determined it non-responsive.
 - f. The committee recommends full board agree with Lawyer's recommendation of deeming Bear Valley Paving's bid non-responsive.
2. **Bid Review for East Ramp Parking Lot**
 - a. Reviewed the bids from Bear Valley Paving and NPG.
 - b. The committee reviewed the bids and the lawyer's review and comments deeming it non-responsive.
 - c. The committee understood why counsel determined it non-responsive.
 - d. The committee recommends full board agree with Lawyer's recommendation of deeming Bear Valley Paving's bid non-responsive.
3. **F-250 Truck Surplus Sale**
 - a. Truck is in fair condition, Kelly Blue Book says its \$25,000.
 - b. Committee would like to start the price at \$28,000.
4. **Admin Issues and Updates**
 - a. No comments were made.