



ROCKFORD MASS TRANSIT DISTRICT

Board of Trustees Board Meeting #982 Minutes
Monday, September 11, 2023 at 3:30 p.m.

RMTD Conference Room
520 Mulberry Street
Rockford, IL 61101

*The RMTD Board of Trustees Meeting
will be Live Streamed on Zoom via the link below:

<https://us06web.zoom.us/j/86953434136?pwd=aTdOYVh3SzNzY093b3JSR1Y5Y0pXdz09>

Meeting ID: 869 5343 4136
Passcode: 474225

*Live Streaming information can also be found on RMTD's website at www.RMTD.org

ROLL CALL:

BOARD OF TRUSTEES:

Herbert L. Johnson – Board of Trustees, Chairman (*Absent*)
Stephen K. Ernst – Board of Trustees, Vice Chairman
David Sidney – Board of Trustees, Secretary/Treasurer

STAFF:

Michael Stubbe – Executive Director
Paula Hughes – Grants & Procurement Manager
Erin Jenkins – Executive Assistant & Assistant Board Secretary
Tak Chow – IT

GUEST(S)/PUBLIC PRESENT:

None

CALL TO ORDER:

The Board Vice Chairman called the meeting to order at approximately 3:30 p.m.

APPROVAL OF AGENDA:

The Board Vice Chairman asked for and received a motion to approve the agenda for September 11, 2023. The motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

OTHER BUSINESS

(a) Special Fire Protection Award

The Executive Director stated RMTD advertised an Invitation for Bid for the Special Fire Protection Project on August 16, 2023.

Larson and Darby had put together an estimate of between \$188,000 - \$210,000 for the Special Fire Protection Project to include new Fire Protection System Upgrade work (\$175,000 - \$186,000), miscellaneous costs such as permits, plan review fees, etc. (\$4,000 - \$8,000), and construction contingencies (\$9,000 - \$16,000).

Bids for our Special Fire Protection Project were opened September 6, 2023. All three bids came in under the estimates. The bids received were:

Absolute Fire Protection	\$120,000.00
Automatic Fire Protection	\$136,496.00
Nelson Fire Protection	\$175,745.00

For this project, RMTD will be utilizing Illinois Department of Transportation (IDOT) Capital funds and no local funds will be needed. The award of this project is contingent on IDOT's pre-award concurrence.

Staff is requesting that the RMTD Board of Trustees approve the award of the Special Fire Protection Project to the lowest bidder, Absolute Fire Protection, for the amount of \$120,000.00. The Board Secretary/Treasurer asked for and received a motion to approve the award of the Special Fire Protection Project to the lowest bidder, Absolute Fire Protection, for the amount of \$120,000. With no further discussion, the motion was seconded by the Vice Chairman. With no further discussion, the motion passed with a unanimous voice vote.

(b) Executive Session to discuss to discuss personnel matters pursuant to 5 ILCS 120/2(c)(1) of the Illinois Open Meetings Act

The Executive Director stated there is nothing to discuss in Executive Session at this time.

NEXT MEETING SCHEDULE

The next RMTD Board of Trustees Meeting will be on Monday, September 25, 2023 at 3:30 p.m.

F-ORDER OF ADJOURNMENT

A motion was made and received to adjourn. The motion was seconded and passed. The Board Meeting adjourned at 3:33 p.m.

Respectfully submitted,

Erin Jenkins

Erin Jenkins
Executive Assistant and Board Meeting Secretary
Rockford Mass Transit District

