

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
JUNE 7, 2016

Present: Bernice Baran, Ken Sghia-Hughes, and Robert Whittlesey
Absent: Ryan Bettez and Nancy Kolb
Also Present: Kelley Cronin

Mr. Whittlesey called the meeting to order at 4:00 p.m.

The meeting was held as a single topic meeting to review and vote on the low bid for the Winsor Green community room and office flooring replacement. The project was publicly bid and advertised on the Central Register and local newspaper. The bid was available electronically through Biddocs Online. The contractor references were checked by the Architect. The low bidder was found to be qualified and Ms. Cronin recommended that the Board award the contract to Capital Carpet. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Authorize Ms. Cronin to enter into contract with Capital Carpet and Flooring Specialists, Inc in the amount of \$30,213 to replace the floors in the office and community room of Windsor Green, project number #002052.

Mr. Whittlesey made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Adjourn the meeting

Respectfully submitted,

Kelley A. Cronin
Executive Director

Attachments to the June 7, 2016 meeting:

Letter from J2 Studio regarding references, Bid Tally for Windsor Green community room flooring replacement project no. 002052, Bid from Capital Carpet and Flooring