
CITY OF INDUSTRY PROPERTY AND HOUSING MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF INDUSTRY, CALIFORNIA
MAY 7, 2025
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The Regular Meeting of the Industry Property and Housing Management Authority of the City of Industry, California, was called to order by Chair Calvo at 10:31 a.m., in the City of Industry Chamber, 15651 Mayor Dave Way, California.

FLAG SALUTE

The flag salute was led by Chair Calvo.

AB 2449 VOTE ON EMERGENCY CIRCUMSTANCES (IF NECESSARY)

There was no need for AB 2449 vote since there were no Board Members taking part remotely. The webcast was then terminated.

ROLL CALL

PRESENT: Ken Calvo, Chair
Tim Seal, Vice Chair
James Bickel, Board Member
Phil Cook, Board Member
Timothy O’Gorman, Board Member

STAFF PRESENT: Josh Nelson, Executive Director; Bing Hyun, Assistant Executive Director; Jamie M. Casso, General Counsel; and Julie Gutierrez Robles, Secretary.

PRESENTATIONS

There were none.

CONSENT CALENDAR

Mrs. Leeda Marroquin – founder of Hi-Top Roof Inc., a minority/women owned business, stated (regarding Item No. 6.2) that she was surprised to hear of the decision to re-bid this project and to her knowledge she did not miss any notary forms. If there is a discrepancy, she asked for verification. As one of the top three bidders, she stated wanting a fair process to enable her to compete effectively and asked for reconsideration of the re-bidding process.

**6.1 CONSIDERATION OF THE REGISTER OF DEMANDS SUBMITTED BY THE
FINANCE DEPARTMENT FOR MAY 7, 2025**

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RECOMMENDED ACTION: *Approve the Register of Demands and authorize the appropriate Authority Officials to pay the bills.*

6.2 CONSIDERATION OF REJECTION OF BIDS FOR CONTRACT NO. IPHMA-006, VARIOUS ROOF REPLACEMENTS AND REPAIRS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO RE-BID THE PROJECT (MP 12-06 #27)

RECOMMENDED ACTION: *Reject all bids and authorize the Executive Director to re-bid the project.*

Chair Ken Calvo asked for a staff report.

Senior Director of Engineering James Cramsie, from CNC Engineering provided a staff report and stated that after the review of all bids, it was discovered that several of the apparent low bidders had not submitted the necessary Notary Acknowledgment Forms and some were missing signatures as specified in the project specification. Staff recommends that the Council reject these bids and authorize the City Manager to re-bid the project.

Executive Director Josh Nelson stated that the City is always allowed to reject and re-bid if needed. Three of the lowest bidders all had signature issues and the 4th bidder was almost double the price.

Vice Chair Seal asked if there was any disadvantage to the bidder in re-doing the bid process and Executive Director Josh Nelson said no, this was all public information. If need be, we could send out a special notice via email with notes in bold making the request clearer.

MOTION BY VICE CHAIR SEAL, AND SECOND BY BOARD MEMBER O'GORMAN TO APPROVE THE CONSENT CALENDAR. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	BOARD MEMBERS:	BICKEL, COOK, O'GORMAN, VC/SEAL, C/CALVO
NOES:	BOARD MEMBERS:	NONE
ABSENT	BOARD MEMBERS:	NONE
ABSTAIN	BOARD MEMBERS:	NONE

ACTION ITEMS – NONE

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PUBLIC HEARINGS- NONE

CLOSED SESSION - NONE

EXECUTIVE DIRECTOR REPORTS

There were none.

AB 1234 REPORTS

There were none.

BOARD MEMBER COMMUNICATIONS

There were none.

PUBLIC COMMENTS

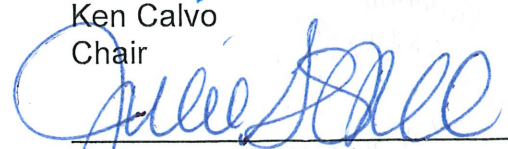
Mrs. Leeda Marroquin – founder of Hi-Top Roof Inc. stated that her bid was \$40k, not \$90k over the Engineers estimate and said she did not know how they arrived at \$315k as the lowest bidder, which was disqualified. She noted that all the notary acknowledgements were within the packet. If there was a signature missing, she would like to witness it, in which Executive Director Josh Nelson said that would not be a problem.

ADJOURNMENT

There being no further business, the Industry Property and Housing Management Authority adjourned at 10:41 a.m.



Ken Calvo
Chair



Julie Gutierrez-Robles
Secretary