



To: President and Members of the Munster Town Council

From: Jim Marino
Town Manager

Date: September 15, 2025

Re: Responsible Bidders Ordinance 1990

Municipalities are required by law to award capital improvement contracts to the "lowest responsive and responsible" bidder. State law also requires that bidders meet certain minimum requirements to be considered a "responsive and responsible" bidder. Instituting more comprehensive submission requirements for bidding on all Town of Munster public works construction projects will improve our ability comply with Indiana State law. The attached ordinance establishes these bidding requirements.

Town Attorney Westland made some revisions to the ordinance presented at the September 4th meeting. The revisions are indicated in red in the attached redlined version of the ordinance.

Recommendation:

By motion and roll call vote, adopt Ordinance 1990 on second reading as amended.