

SPECIAL MEETING-BOARD OF TRUSTEES-JULY 25, 2007-1:00 P.M.

PRESENT: ERNEST W. MARTIN, MAYOR; TRUSTEES – JOHN BASILE, JOHN MURPHY

ABSENT: TRUSTEES – KENNETH BAKER, RAYMOND WALKER

Mayor Martin advised the purpose of the special meeting was to award the bid for the water meter reader system.

Bids are as follows:

Ti-Sales Inc.	\$22,640.00
EJ Prescott	\$25,080.00
Blair Corp.	\$27,000.00
Vellano	\$28,285.00
RAMSCO	\$38,605.50

Trustee Murphy stated that all bids met the specifications according to the engineer.

Trustee Basile questioned if the Superintendent provided information relevant to the differences in the equipment bid by various bidders.

The Superintendent of Public Works did provide information to the Mayor regarding the various differences in the bids received. The Mayor advised to award the bid to the low bidder would require extra work on behalf of the Department of Public Works. To install the remote readers would require entering each home with an outside touch pad to install the encoder on the meter. This could potentially require setting up appointments evenings and weekends for many, most residents with outside readers work during the day. This would add to the cost of installation. The average hourly rate for village employees is \$17.00, if you estimate the time involved at 1 hour per meter this would be an additional cost of \$3,400, exclusive of any overtime costs.

To award the bid to the next lowest bidder would only require snapping the remote encoder to the current touch pad on the outside of the home and inserting three screws. This would not require entering homes and the cost to the village would be insignificant.

Mayor Martin advised he spoke to the attorney regarding this matter and the attorney stated that the Board could choose another bidder as long as they are comfortable with the rationale for choosing someone other than the low bidder.

Trustee Murphy questioned if anyone knew why this bidding process became so complicated. It was explained that the first bid specifications were too specific to one vendor because Supt. felt that the Board wanted to purchase the same equipment that is currently being used by the Town of Stillwater. Second bid specifications were written that all equipment must be compatible with existing meters.

MOTION to award the bid for remote encoder reading system to EJ Prescott at a cost of \$25,080 made by Trustee Murphy, seconded by Trustee Basile.

Discussion: when considering the extra time involved installing the Ti-Sales remote encoders it was decided that EJ Prescott was the low bidder.

Motion carried 3-0

The clerk was authorized to send an award letter to EJ Prescott along with a purchase order for the equipment immediately.

Motion to adjourn made by Trustee Basile, seconded by Trustee Murphy.
Motion carried 3-0

Meeting adjourned at 1:20 P.M.

Respectfully submitted,

Margo L. Partak
Clerk-Treasurer