

**Bid Opening Meeting Minutes**

**Ambulance Bay – Bunk Room**

**September 26, 2017**

**10:15 AM**

**Town Hall Conference Room**

**Present:**

Frank Heald, Pamela Todt, Ron Tarbell

**Call to Order:**

- a. Frank Heald called the Bid Opening for the Public Safety Building – Ambulance Bay Bunk Room to order at 10:15 am.

**Bid Opening:**

- a. Frank Heald said that as per the policy approved by the Select Board, this bid opening will take place with the Municipal Manager, Town Clerk/Treasurer and Department Head present. Bids will be opened, read and evaluated and awarded at the Select Board’s regular meeting on October 2, 2017.
- b. Frank Heald said RFP’s were mailed out to four (4) vendors and one bid was received from Wright Construction.

<b>VENDOR</b>	<b>BID</b>
Wright Construction Company	\$23,695

- c. Frank Heald said the bid will be reviewed by Carl Matteson and the Ambulance staff and the committee will make a recommendation. The bid will be awarded by the Select Board on Monday, October 2, 2017.

**Adjourn:**

- a. Meeting adjourned at 10:17 am.

Respectfully Submitted,

Pam Cruickshank  
Recording Secretary