

**Draft Minutes**  
**Essex Town Board**  
**Special Meeting – RFP Bid Opening**  
**February 21, 2017**  
**6:00 p.m.**

**Call to Order**

Deputy Supervisor LaPine called the Special Meeting to order at 6:00 p.m. and led the attendees in the Pledge of Allegiance.

**Attendance**

Present: Claire LaPine, Bryan Garvey, and James LaForest

Absent excused: Supervisor Edward Gardner, Gretel Schueller, Town Clerk Patricia Gardner

Also Present: Ron Jackson, Tina Gardner and Catherine DeWolff

**There were seven responses to the RFP for Engineering Services:**

Zebra-Tech – Proposal did not include specifications – Total Cost \$175,000.00

Cedarwood Engineering – Phase costs were broken down – Total Cost \$149,665.00

Barton Loguidice – Engineering Total Cost \$48,800.00

Chazen Companies – Engineering Total Cost \$8,000.00

Bernier Carr and Associates – Total Cost \$210,570.00

MJE – Total Cost \$183,514.00 – Phase costs were broken down.

GEA – Had the three phases plan but did not give a Total Cost.

There was a discussion by the Town Board of the all of the proposals. The Board narrowed down the proposals to Cedarwood Engineering and MJE. A further meeting will be held to award the contract.

On a motion to adjourn the meeting by Councilperson LaForest, seconded by Councilperson Garvey, the meeting is adjourned at 7:43 p.m.

Respectfully submitted by

Catherine DeWolff, Deputy Town Clerk

