

Present:

Town Supervisor: Meg Wood

Councilpersons: Leanna Welch, Rick Gero, Steve Miller

Also Present: Brian Ritchings

Supervisor Meg Wood called the meeting to order with the pledge of allegiance at 3:00PM

REQUEST FOR PROPOSAL

NOTICE IS HEREBY GIVEN, that the Undersigned, on behalf of the Town of Schroon Town Clerk, will accept sealed bids at the Town of Schroon Town Hall until 2:00PM on April 21, 2026 for the WASTEWATER SAND FILTER 2026 UPGRADE

The proposals shall be opened and read aloud on April 21, 2026 at 3PM at the Town Hall, 15 Leland Ave, Schroon Lake, New York 12870.

Bids are available at <https://www.co.essex.ny.us/bidders/publicbids.aspx> . Bids may be mailed or delivered to: Town of Schroon, 15 Leland Ave, P.O. Box 578, Schroon Lake NY 12870

All bids submitted in response to this notice shall be marked “**SEALED PROPOSAL-WASTEWATER SAND FILTER 2026 UPGRADE**” clearly on the outside of the envelope with the proposer’s name and address.

Please address all questions, in writing, no later than noon April 21, 2026 to Brian Ritchings, email: brianritchings@gmail.com

In the event that the Town of Schroon Office is closed the day of the Proposal Opening due to unforeseen circumstances, the proposal(s) will be opened the next business day that the Town of Schroon Office is open. The Proposal Submission time will remain the same.

Town of Schroon affirmatively states that in regard to any contract entered into pursuant to these instructions, without regard to race, color, sex, religion, age, national origin, disability, sexual preference or Vietnam Era veteran status, disadvantaged and minority or women-owned business enterprises will be afforded equal opportunity to submit bids in response hereto.

Dated: March 10, 2026

Erica Hedden

Town Clerk

Town of Schroon

15 Leland Ave.

PO Box 578

Schroon Lake, New York 12870

(518) 532-7737

Town Clerk reported that bids were duly advertised on 03/21/2026 for the Wastewater Sand Filter Upgrade.

PROPSAL #1

Company Name: WRIGHT PIERCE
Price Offered: \$38,800.00

Details: Project Understanding, detailed scope of services and methodology, project schedule, detailed budget, firm & key personnel qualifications, relevant engineering's project experience, client references, resumes and all required documents present.

PROPOSAL #2

Company Name: CEDARWOOD ENGINEERING SERVICES PLLC
Price Offered: \$42,360.00

Details: Project understanding and engineering approach, detailed scope of services and methodology, project schedule, detailed budget, firm and key personnel qualifications, relevant engineering project experience, references and all required documents present.

PROPOSAL #3

Company Name: EDR
Price Offered: \$26,640.00

Details: Project understanding and engineering approach, scope of services, project schedule, value add, firm and key personnel qualifications, relevant engineering project experience, references and all required documents present.

PROPOSAL #4

Company Name: SUOZZO, DOTY & ASSOCIATES
Price Offered: \$42,000

with additional options of "Environmental Review"

- SEQR \$3,000.00 if added
- SHPO \$2,500.00 if added
- APA JIF \$2,500.00 if added

Details: Firm Overview and Qualifications, Project approach, schedule, budget and staff plan, Relevant experience, grant funding, references, certifications, staff resumes and all required documents are present.

ADJOURN MEETING AT 3:20PM

INTRODUCED BY: COUNCILPERSON GERO

SECONDED BY: COUNCILPERSON MILLER

With no further business, this meeting was adjourned at 3:20 PM, carried unanimously

Erica Hedden
Town Clerk