

## MEMO

**TO: Middlebury Selectboard**  
**FROM: Tom Hanley, Chief of Police**  
**DATE: October 18, 2018**  
**RE: Power Doors Openers for Police Department**

I've reviewed the 3 bids received for the installation Power Door openers for the police station vestibule and lobby with push-button, wireless operators. All meet the specifications of the RFP. And there is no reason not to award the lowest bid, Stanley Access Technologies, Stratham, NH with a bid of \$3,814.00.

The two other bids were:

Royal Glass & Mirror Co., Rutland, \$5,383.00

Middlebury Lock, LLC, Middlebury , \$6,860.

Considerations:

1. We have a project budget of \$6,000. This includes the acquisition and installation of the doors (by the bidder) AND the installation of electrical power and wiring (by us), estimated at \$500. Therefore, the total project including electrical cannot exceed \$6,000.
2. The low bid falls well within the budget, however the company is from New Hampshire (near Portsmouth) and we would have to secure a local tech that can work on these types of openers should they require service.