

**Subject: Comfort Station**

Good Afternoon,

We have solicited quotes for three separate projects for the Comfort Station in Menemsha. One for carpentry/construction, one for electrical system upgrades, and one for plumbing upgrades. I have provided Ellen with completed "Request for Quotes" forms and we have awarded the projects to the following contractors:

Construction/roof repair: Eventide Construction (Daniel Summers)

Plumbing: C. Kurth and Sons (Ryan Kurth)

Electrical: Power's Electric (Cole Powers)

All contractors have been advised to pull all appropriate permits from the Town before work can begin. I also spoke to Kara Shemeth and provided her with a scope of work for CONCOM notification. We are shooting for a completion date of April, 15<sup>th</sup> but we realise this may not be feasible. We have given a hard fast deadline to the contractors of May, 15<sup>th</sup>.

None of the three projects exceed \$50k so we did not put them out for bid, and therefore it is my understanding that no formal contracts will need to be written. Considering these projects did not go out to bid, I assume there is no need to put this on the agenda for the next SB meeting for approval, considering the Board already gave the go ahead for the project after the recommendation from the Comfort Station Committee. If you would like this to go on the Agenda for approval or discussion, please do so and I will attend the February, 7 meeting.

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