

# WESTFIELD TOWNSHIP BOARD OF TRUSTEES

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## **Special Meeting Early Warning Siren Contract General Business April 30, 2015 7:00 pm**

Meeting called to order at 7:00 pm with roll call, Trustees Thombs, Schmidt and Likley present. Also present Assistant Prosecutor William Thorne.

Trustee Likley made a motion to go into executive session for the potential sale of real property, motion seconded by Trustee Schmidt.  
Roll call unanimous.

Trustee Likley made motion to come out of executive session at 7:20, motion seconded by Trustee Schmidt.  
Roll call unanimous.

### **Early Warning Siren**

Likley stated that due to the bid contracts being rejected that Mr. Thorne and he had a teleconference with Sentry Siren corporate representative and local rep. Chris Johnson on Wednesday April 22. We addressed the issues in their offered bid that were not compliant with the bid specifications.

Thorne stated that the bid assumed that we knew that all electrical connections identified in their site inspections were included in the cost. While it could be assumed, it must be written in the contract of the scope of work. Sentry Siren accepted that error and agreed that work would be included in the project.

Sentry Siren's bid did not comply with liquidating damages portion of the bid, which requires damages paid if for their reason the project was not completed by a set date. Their concern was the uniqueness of each location installation and possible delays beyond their control. They would have to evaluate each location and potential issues, which would have to be addressed in the agreement. The Township needs to have a completion date for the matching funds grant. The project must be completed, paid and submitted by September 30 to ensure grant funding, if not, total project cost would be ours. Without the liquidating damage portion agreed to, we would still need a completion date, they felt that they could have the project completed by August 15th.

Mr. Thorne stated that he had amended the contract that corrects these issues, that includes work specifications needed to be completed by them and set a completion date of September 1. We need a completion date ensure grant funding.

### **Easement Language**

The easement language for the Cloverleaf School campus and the County owned CPF property would need the parcel number information and the approximate GPS coordinates for each of those location. The coordinates and aerial photos of the locations was provide. The language also states that the electric power will be maintained and available at each of these site and may be billed to the township at the billable rate.

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It was further discussed that the competitive bid process for this project was done, the two bids that were submitted were not compliant to those specifications, however the Sentry Siren bid did meet the equipment specifications where the ATI bid, we felt did not meet those specifications. Sentry Siren did complete site inspections of the locations with a complete understanding of the uniqueness of this project. The project will be awarded to the lowest compliant bidder and actual the only complaint bid.

Trustee Thombs wanted to confirm that siren warrantee issues for all sirens would be handled through the township directly with Sentry Siren no matter the location or the fact that the Village is reimbursing us for the siren located in the village.

**Trustee Likley made motion** to approve the Sentry Siren contract as prepared and presented by Mr. Thorne for the purpose of installing (4) four Early Warning Sirens and Weather Monitoring, Automatic Siren Activation equipment and software at a cost of \$124,546.00.

**The motion was seconded by Trustee Thombs.**

**Roll call, unanimous.**

Mr. Thorne will forward the contract to Sentry Siren on Monday May 4th for their review approval and signing and if possible would be returned to us for our regular meeting that evening. Mr. Thorne will also prepare and present the easement language to the County Commissioners at their next regular meeting. The same easement language will forwarded to the Board to present to the Cloverleaf School Board for their approval.

### **Non-Response Calls**

Mr. Thorne stated that he does not have the Lafayette Township resolution regarding the "Non Response Calls" in the Lodi area, however they have approved. He will arrange the resolution to be forwarded to us. He has communicated with Chatham Township Board of Trustee on the same issue, they have declined participation in the resolution. The prepared cover letter has been approved and will be sent out to all entities for their approval.

### **Township Personnel Policy**

Mr. Thorne recommended a change regarding the written termination notice, change was approved and the complete policy will be voted on at our next regular meeting May 4.

### **Security Monitoring Proposal**

Trustee Schmidt had pursued quotes for the monitoring of the township complex that quote has been forwarded to all for review. This provider will charge a changeover fee of \$99.00 which includes replacement of batteries in the system with a \$25.00 monthly fee for a 5 year contract. This was at a considerable savings from the present provider. "Open/Close" reporting will also be provide. Discussion of the administrative duties of the system as to the code assignments and tracking will be reviewed and assigned within the Fiscal Office.

**Trustee Schmidt made a motion** to enter into the offered contract with US Protective Service for system monitoring.

**Trustee Likley seconded**

**Roll call unanimous**

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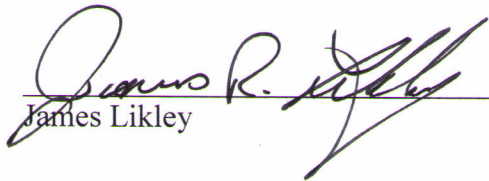
With no further business to come before the Board.


**Trustee Likley made a motion adjourn**

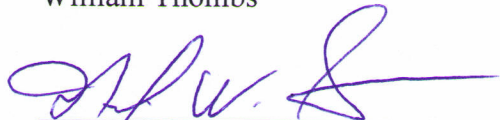
**Trustee Thombs seconded.**

**Roll call unanimous**

Date Approved 8-4-15

  
James Likley

  
William Thombs

  
Michael Schmidt