

# MEMORANDUM

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TO: Town Council

FROM: Bill Bruce

DATE: June 2, 2021

RE: Proposal from Wooten Company for Water for Fire Protection Study

Attached to this memo is a proposal from the Wooten Company to conduct a water for fire protection study. Following the recommendation of the Water Advisory Committee, the scope of work was approved by Town Council on May 6. Wooten proposes to complete the scope of work for a sum not to exceed \$19,500 within 120 days of contract execution. If approved, the Water Advisory Committee, with significant input from Fire Chief Ken Gibson, will provide oversight to the consultant.

Detailed terms of the contract (other than scope of work, cost, timeframe, etc.) may be subject to revision after review from the Town Attorney.

**Requested Action:** Approve/deny the attached proposal from the Wooten Company for a water for fire protection study.

