

# Memorandum



**To:** Mayor and Town Council

**From:** Ryan Spitzer

**Date:** 4/4/2025

**Re:** Potential Sale of PCS

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## **Overview:**

At the March 2025 Town Council Meeting, Town Council voted to proceed with the potential sale of PCS. The first step is to decide which formal method of procurement Town Council would like to use to receive bids. There are two processes that the Town can go down, each with their pros and cons which staff will provide during a presentation at the April Town Council Meeting. The two methods are 1. Seals Bids and 2. Upset Bids.

**Sealed Bids** are what the town typically uses. This is where we produce an RFQ with all of the specifics that we would like companies to competitively bid on.

**Upset Bids** are where the Town has received an unsolicited offer and negotiate with that company or firm. Once negotiations have taken place the Town must advertise for any “upset bids” for 10 days. If an upset bid that is 5% more than the unsolicited bid is received, then the Town must advertise for another 10 days. This process is repeated until no more bids are received that are 5% greater than the previous one.

Town Staff have been discussing the paths forward with our telecommunications attorney and JSI as we will need them for the reporting and the negotiation aspect of the deal.