

**MOULTONBOROUGH CONSERVATION COMMISSION SPECIAL MEETING MINUTES
of December 15, 2015**

The special meeting to share and discuss evaluations of the Natural Resource Inventory (NRI) proposals was called to order at 1 PM. Members present were Marie Samaha, Chair, Bill Gassman, Secretary, Brian Sanford. Bruce Woodruff, the town planner attended.

The scores were shared and averaged on a spread sheet. The clear leader was GZA GeoEnvironmental, followed by FB Environmental, Neatline Associates and Stony Ridge.

It was noted that while three of the vendor's prices ranged from \$10,900 to \$13,779, the GZA proposal came in at \$21,700, or more than twice that of the lowest proposal. Since GZA had the high score, much discussion occurred about the need and value of the better offering. The GZA bid included field studies to identify wildlife species and population, and GZA is a firm with nationwide experience and resources, and much higher overhead. While interesting and useful, the GZA proposal is more than the town would likely use in the near future. The description of what could be done could be useful for the next NRI update, due in the mid 2020's.

All the proposals met the town's requirements, more or less, but there were differences in how well the vendors understood the town's priorities and the clarity of details within the proposals.

The group decided to ask FB Environmental to come in for an interview, as they are the top candidate. A final decision will be made by the full ConCom at its next meeting in January.

The following table shows the average scores (10 high) for each vendor and evaluation topic.

NRI Score	Stony Ridge	FBE	GZA	Neatline	Average
Experience	5.8	8.3	8.3	5.8	7.0
Personnel	5.3	8.5	9.3	5.5	7.1
Timing	4.3	7.8	8.8	8.8	7.4
Meets Requirements	6.8	9.3	9.8	6.5	8.1
Quality of Proposal	4.5	8.0	8.5	6.5	6.9
Extra mile	2.5	4.0	6.3	2.0	3.7
Total Score	29.0	45.8	50.8	35.0	40.1
Average Score	4.8	7.6	8.5	5.8	6.7
Bid	\$10,900	\$13,779	\$21,700	\$11,900	\$14,570
Price per point	\$2,255.17	\$1,807.08	\$2,565.52	\$2,040.00	\$2,178.65

Brian moved to adjourn the meeting at 2:10 PM. Bill second and all approved.

Minutes submitted, by Bill Gassman; Secretary and Marie Samaha; Chair.