

Conservation Commission – Work Session  
Ice Pond Dam Reconstruction Engineering Proposal Review  
February 28, 2012

The meeting was called to order at 7:00 pm by Chairman, Jay Diener, in the upstairs Town Hall conference room. Commission member, Nathan Page (also acting Conservation Coordinator), Jay Diener, Barbara Renaud, and Sharon Raymond were present.

The Commission member discussed and evaluated each of the two Request-for-Proposals (RFPs) received for the Ice Pond Dam reconstruction. The following two firms submitted proposals: H.L. Turner and Stephen Associates. The commission scored and ranked each proposal based on qualifications, related experience, project approach, quality of proposal, and cost. Table 1 presents the tabulated results by firm.

Category	H.L. Turner	Stephen Associates
Qualifications	37	38
Related Experience	35	37
Project Approach	31	38
Quality of Proposal	33	35
Cost	24	39
Rank (1-2)	2	1
<b>Total Score</b>	160	187
<b>Total Rank</b>	2	1

Scoring – maximum of 10 points per category per review person

Barbara Renaud motioned to recommend the award of the reconstruction design for the Ice Pond dam go to Stephen Associates. Second by Sharon Raymond and all members were in favor.

Jay Diener motioned to adjourn at 8:00 pm, second by Nathan Page, and all were in favor.

Respectively submitted,

Jay Diener