

**PELICAN BAY SERVICES DIVISION
CLAM BAY COMMITTEE MEETING
DECEMBER 15, 2015**

The Clam Bay Committee of the Pelican Bay Services Division met on Tuesday, December 15 at 2:00 p.m. at the SunTrust Bank Building, 801 Laurel Oak Drive, Suite 302, Naples, Florida 34108. In attendance were:

Clam Bay Committee

Susan O'Brien, Chairman

Bohdan Hirniak

Pelican Bay Services Division Staff

Neil Dorrill, Administrator

Marion Bolick, Operations Manager

Mary McCaughtry, Operations Analyst

Lisa Jacob, Associate Project Manager

Barbara Shea, Recording Secretary

Also Present

Adam Northrup, Collier County Procurement Services Division

Mike Shepherd, PBSB Board member

AGENDA (AS PRESENTED)

1. Roll call
2. Agenda approval
3. Approval of 11/23/15 meeting minutes
4. Audience comments
5. Quotes from vendors for Clam Bay monitoring
6. Adjournment

ROLL CALL

All members were present and a quorum was established

AGENDA APPROVAL

Ms. O'Brien motioned, Mr. Hirniak seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 11/23/15 MEETING MINUTES

Ms. O'Brien motioned, Mr. Hirniak seconded to approve the 11/23/15 meeting minutes as amended. The motion carried unanimously.

AUDIENCE COMMENTS

None

**Pelican Bay Services Division Clam Bay Committee Meeting
December 15, 2015**

QUOTES FROM VENDORS FOR CLAM BAY MONITORING

The committee reviewed the quotes received from three vendors for Clam Bay monitoring: Earth Tech \$114,400, Kevin Erwin \$179,473 and Turrell-Hall \$169,277. Vendors Passarella and CBI chose not to bid. The FY16 budget for Clam Bay monitoring is \$133,000. The quotes by the three vendors contained especially large discrepancies for the tasks (1) tidal flow monitoring, (2) water quality, and (3) annual estuary monitoring.

The committee discussed whether Earth Tech needs further clarification as to what is required since this vendor's bid was significantly less than the other two bids. It was noted that one major contributing factor to Earth Tech's low bid is their significantly lower hourly rates. Adam Northrup, Collier County Procurement Specialist, suggested a meeting with Earth Tech to clarify each task and discuss expectations. If Earth Tech determines that they cannot provide the services required for the quoted amount of \$114,400, then the PBSB may (1) go forward with making the award to the second lowest bidder, or (2) start the process over and send out request for quotes to the five approved vendors which may include additional clarifications in the description of tasks.

Mr. Dorrill said, "The staff's recommendation is to recommend the award to Earth Tech being the lowest and most responsive bidder, consistent with the County Purchasing Ordinance."

Ms. O'Brien motioned, Mr. Hirniak seconded to recommend to the full PBSB Board a conditional award to Earth Tech for the Clam Bay monitoring subject to a subsequent meeting to be set up by our Procurement Specialist Adam Northrup to clarify Earth Tech's proposal. The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 2:45 p.m.



Susan O'Brien, Chairman

Minutes approved [] as presented OR [] as amended ON [01-21-16] date