



ADMINISTRATIVE OFFICE
19 Gregory Drive, Suite 204
South Burlington, VT 05403

#5.

EMAIL info@cswd.net
TEL (802) 872-8100
www.cswd.net

TO: Board of Commissioners
FROM: Sarah Reeves, Executive Director
DATE: August 10, 2023
RE: MRF Design/Bid/Build Contract Award

The new Materials Recycling Facility project is the largest infrastructure project CSWD has undertaken since the inception of the District. The project is complex and requires professional services on several fronts.

CSWD issued RFP No. 20230519 – MRF Design, Bid, Build on May 19, 2023. The RFP seeks firms to provide services to finalize the conceptual design for the new Materials Recycling Facility and to develop construction bid documents. We received two responses to the RFP, both qualified firms. Highlights of the Scope of Service include:

- General Building design;
- General Civil Site design;
- General Permitting coordination;
- Design and Documentation services, to include generating civil, architectural, structural engineering, MEP engineering (Mechanical, Electrical, and Plumbing), and interior design drawings; and
- Construction administration services.

The selected firm will work closely with the CSWD MRF team (Sarah Reeves, Jen Holliday, Josh Estey, Kayli Barber, and Tony Barbagallo) and with the design team from Bulk Handling Systems, our MRF system equipment provider.

Responses were received from:

Firm	Location	Fee Proposed
AES Northeast	Williston, VT; Plattsburgh, NY	\$501,640
Freeman French Freeman	Burlington, VT	\$649,071

Never having worked with AES Northeast before, and because their proposed fee was significantly lower than FFF, the evaluation team interviewed AES Northeast to ensure that the AES team was clear in their understanding of the project scope. The CSWD evaluation team came away from the interview confident that AES will perform the work as desired and as directed and recommends awarding the

MRF Design/Bid/Build contract to AES Northeast. AES Northeast is a full-service firm providing architecture, engineering, land surveying, project planning, and construction services. The fee proposed is a Not-To-Exceed amount and will be paid for with proceeds from the bond approved by District voters in November 2022. The fee includes \$2,100 of direct reimbursables, with the total design project cost at \$499,540. AES Northeast's project partners are all located in Chittenden County: Waite Design & Engineering (Milton, VT), Krebs & Lansing (Colchester, VT), DuBois & King (Williston, VT), and G. Tim Stone Consulting (Essex Jct, Vt).

The fee proposed by AES Northeast is approximately 5% of the anticipated cost of construction of the MRF facility, excluding the sorting equipment. This is well below industry standards of 10-15% charged by architectural firms to cover full-service schematic design through construction administration.

BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with AES Northeast, located in Williston, Vermont and in Plattsburgh, New York for services specific to RFP No. 20230519 Materials Recycling Facility Design/Bid/Build for an amount not to exceed \$501,640. A contingency of 10% of the total design project costs (\$49,954) shall be authorized, expended only with the approval of the Executive Director.