

#3.6

TO: Board of Commissioners  
FROM: Josh Estey, Director of Operations  
DATE: July 17, 2025  
RE: RFB No. 20250620 Truck Scale Supply and Install Coordination

---

CSWD Staff issued Request for Bid (RFB) No. 20250620 on June 20, 2025, to procure a truck scale at our Materials Recycling Facility (MRF). The RFB was posted on Vermont Business to Business Registry and CSWD's website. This project includes supplying and installing a truck scale and its components, in coordination with the MRF contractor.

The RFB requested pricing for both manned and unmanned scale options, accessories as required for scale operations, software to capture and store scale weight information for both regular and incidental truck visitors, and maintenance and service information.

CSWD received three bids from three unique contractors. All bids met our specifications and instructions outlined in the RFB. The pricing option for manned scale was determined to be excessive to the needs of the district. Pricing for unmanned scales is shown below as well as pricing with warranty, maintenance and service packages. Based on the RFB's evaluation criteria, the evaluation panel recommends Farnham's Scale Systems for selection. A 10% contingency is requested for the selected Contractor to cover actual freight costs and unforeseen configuration adjustments required to meet site specifications. The work is budgeted in MRF-New Build, fiscal year 24, capital expenses.

<b>RFB No. 20250620– Truck Scale Supply and Install Coordination</b>			
<b>Contractor</b>	<b>FAIRBANKS</b>	<b>FARNHAM</b>	<b>WILEY</b>
Bid Cost	109,104.00	103,420.00	126,695.00
Bid Cost with warranties, maintenance, and service agreements	115,604.00	109,420.00	127,945.00

**BE IT RESOLVED** that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with Farnham's Scale Systems, located in Williamstown, Vermont, for Truck Scale in an amount not to exceed \$120,000.

# # #