

MEMORANDUM

TO: Board of Commissioners

FROM: Josh Tyler

DATE: September 20, 2019

RE: Hinesburg Drop-Off Center Bid Results

June 26, 2019, staff presented the Board of Commissioners (Board) a schematic design for the construction of the Hinesburg Drop-Off Center (HDOC). The Board authorized the Executive Director to move forward with the final design for the Hinesburg Drop-Off Center and issue an Request for Bids (RFB). Discussion of the Board resolution requested that Staff bring the actual dollar amount back to the Board to be approved and so the capital budget can be amended.

Staff issued the RFB on August 30, 2019, for the construction of the Hinesburg Drop-Off Center. A pre-bid meeting was held at the HDOC site September 9, 2019 which was also attended by the Town of Hinesburg, to discuss the bid package and any site concerns. CSWD received five (5) bids from the following companies: J Hutchins, Inc., Dirt Tech Company, LLC, ECI Engineers Construction, Peak CM Construction, and Stewart Construction.

Company name	Bid Price	Construction Schedule
Dirt Tech Company	\$517,266.00	90 days of Notice of Award
ECI Engineers Construction	\$495,547.00	90 days of Notice of Award*
J Hutchins, Inc.	\$447,184.50	90 days of Notice of Award
Peak CM Construction	\$430,603.02	90 days of Notice of Award
Stewart Construction	\$411,300.00	90 days of Notice of Award

* ECI to complete top course of paving in May 2020

After reviewing the Bids, all contractors were selected for an in-depth review of qualifications. The key selection criteria categories were:

- Demonstration of Bidder's ability to perform the Work
- Consideration of the Base Bid price
- Consideration of the Schedule of Construction

Using these criteria, staff is recommending that Stewart Construction be awarded a contract for the construction of the Hinesburg Drop-Off Center for the amount of \$411,300, with the option to install a solar array for an additional \$12,915, for a total project price of \$424,215. The construction schedule proposed indicates that the work will be completed within 2019. District staff budgeted \$325,000 in FY 2020 Capital Projects for this project, and the amount proposed for the HDOC construction exceeds that amount. The engineer's estimated project price was \$445,000. District Staff is re-evaluating the FY2020 capital budget and can reprioritize projects to identify and reallocate the additional needed funds.

BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement for construction services with Stewart Construction of Essex Junction, VT for an amount not to exceed \$430,000 for the purpose of constructing the new Hinesburg Drop-Off Center facility and to adjust the Capital Budget accordingly.