



TOWN OF WAITSFIELD

Town Garage Conceptual Design and Cost Estimating Services

Request For Proposals

Proposal for Architectural / Estimating Consultant Services

September 26, 2025

September 26, 2025

York Haverkamp, Town Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, VT 05673

Dear York, Josh and Members of the Selection Committee,

We are pleased to submit our proposal to assist the Town of Waitsfield in developing a conceptual design and cost estimate for a new town highway garage at the existing facility site at 761 Tremblay Road. Collaborating with the Town to improve its public works maintenance and equipment storage spaces aligns closely with our passion for guiding communities through design processes that prioritize functionality, longevity, and serviceability.

Our experience with municipalities on civic architecture has sharpened our ability to engage diverse stakeholder groups, build consensus, and generate enthusiasm through an open, inclusive process.

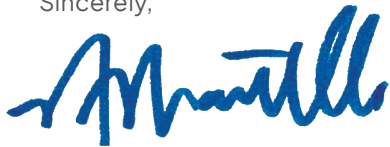
Public works facilities carry a unique responsibility. They embody a community's commitment to serve its residents, support critical services, and sustain infrastructure for future generations. These buildings must be both aspirational and practical—expressing civic values through durability, efficiency, accessibility, and functionality. They support the essential, often unseen, crews who keep Waitsfield running and beautiful. The better these buildings serve their users, the better the town functions.

As discussed on-site with York and Josh, a space needs assessment and abbreviated master planning effort are critical steps toward conceptual design and a durable estimate of construction cost. We commend the Town for initiating this process—documenting current spatial needs, evaluating site assets, and considering future requirements. Taking the long view allows the current project scope to remain focused on essentials while accommodating future growth and minimizing site disturbance and operational disruption. Our team is committed to a thorough, responsive approach that identifies project goals, regulatory constraints, and site conditions early, ensuring a smooth path to a viable solution.

I will be Principal-in-Charge and the primary point of contact. The SHKS team includes Tony Menard, who brings deep knowledge of municipal building types, processes, and assemblies. Kevin Worden and the team at Engineering Ventures offer insights into site design, permitting, and utility routing. Henry Erickson contributes decades of estimating experience to provide reliable cost data that supports informed decision-making. Together, our team applies thoughtful design, technical experience, and accurate forecasting to every phase of the project.

A new town garage will strengthen the Town's ability to deliver vital services—now and into the future. We recognize that capital improvements like this represent a significant investment of community resources, and we are excited to contribute our expertise and energy to maximize the project's value. Thank you for the opportunity to submit our qualifications. We would welcome the chance to collaborate with you on this important civic project.

Sincerely,



Nelson Martelle, AIA, LEED AP, Principal
nelsonm@shksarchitects.com

Table of Contents

Letter of Interest	
SHKS Architects Overview	1
Team	2
Team Organization	2
Team Qualifications and Experience Resumes	3
Examples of Municipalities Projects	5
Proposed Approach.....	10
Proposed Timeline and Availability for Design Work	11
Examples of Deliverables — Completed Conceptual Plans	12
Project Fee Proposal	14

SHKS Architects Overview

Connecting People with Place, Community with Culture, and Architecture with the Environment

We find elegance in necessity, elevating the core principles of each site and building project to reflect our clients' aspirations and realize positive impacts for those communities in which they are located. Through discovery, collaboration, care, and craft we reveal architecture's inherent optimism, contributing to our local community and to the global stewardship of natural and built environments.

Our practice is focused on the sustainable design of public buildings and sites; conserving embodied energy, habitat, material, and cultural resources. In addition to our experience providing architectural services and managing public projects where sustainable building and site development are significant issues, we also provide design expertise for community spaces and workplaces, including interior design services.

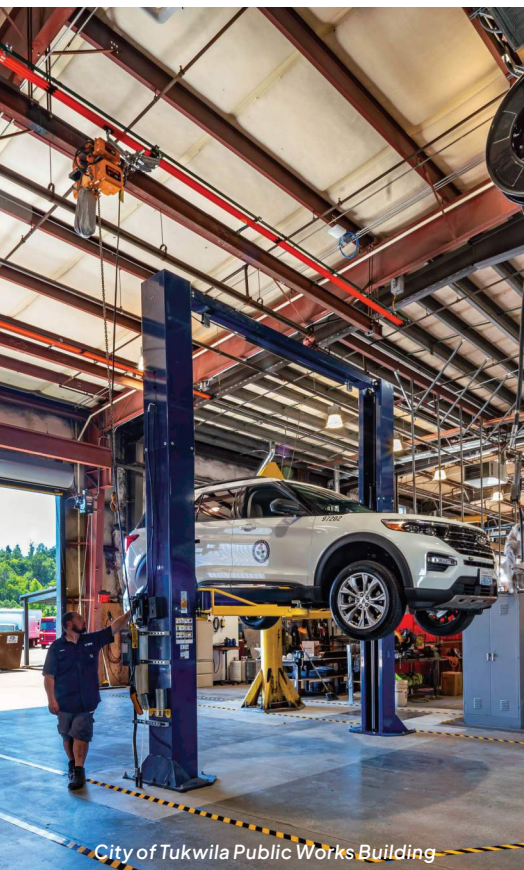
SHKS Architects P.S., Inc. is an S-Corporation (TIN 91-1805916) established in 1997 and registered with the Vermont Secretary of State, UBI# 601784758. SHKS' practice license number in Vermont is 003.0134157, for Nelson Martelle. The firm is experienced working with community groups as well as public agencies, and has not been suspended or disbarred from federal, municipal, or government work.

FIRM OVERVIEW

SHKS Architects — 7 principals, 6 associates, 14 architectural staff, and 3 administrative personnel — was established in 1997 and is located in Burlington, VT, and Seattle, WA. SHKS' services include: facility needs assessments, pre-design and programming, design and permitting, adaptive reuse, historic preservation, interior design, and tenant improvements.

PRINCIPALS

Nelson Martelle, AIA, LEED AP
Matt Inpanbutr, AIA, LEED AP
Adam Hutschneider, AIA, LEED AP
Pia Westen, AIA, LEED AP BD+C
David Strauss, AIA, LEED AP
Jonathan Hartung, AIA
Theresa Freeman



City of Tukwila Public Works Building



SPUDWW South Operations Center



Island County Administration Building

Team Organization



ADDITIONAL STAFF AVAILABLE

6 principals
7 associates
12 design staff
3 administrators

shks ARCHITECTS

Nelson Martelle, AIA, LEED AP, Principal-in-Charge (License #003.0134157)

Tony Menard, Architectural Designer

SUB-CONSULTANTS

ENGINEERING VENTURES

Civil Engineering
Kevin Worden, PE, LEED AP

PCI CAPITAL PROJECT CONSULTING

Cost Estimating
Tom Yandow and Natty Jamison

PROPOSED TEAM AVAILABILITY / CONTINUITY

SHKS Architects’ proposed team is available from contract execution through the project’s close-out, and our Burlington and Seattle offices have additional staff to commit to the project to complete its described services in accordance with the schedule indicated.

SUB-CONSULTANT COORDINATION

SHKS Architects has a team of highly qualified, responsive sub-consultants that are experienced with civic projects of this scope and scale. SHKS’ collaborative approach prioritizes interdisciplinary coordination, endeavoring to assure the production of clear biddable construction documents.

Nelson Martelle, Principal

AIA, LEED AP™

SHKS Architects, Principal-in-Charge | Burlington, Vermont

With over 16 years architectural and 5 years construction experience, Nelson specializes in the design and management of projects involving multi-discipline consultant teams and diverse stakeholder groups. He has skillfully led teams from pre-design through construction administration in renovation, tenant improvement, and adaptive reuse projects for Vermont Building and General Services, the City of Seattle, the City of Tacoma, and the University of Washington, including work on landmark buildings and sites listed on the National Register of Historic Places. He has developed an expertise for work on existing buildings, maximizing the efficiency of constrained sites, improving accessibility and integrating new uses and systems into the existing contexts.

RELEVANT PROJECT EXPERIENCE

Public Works Facility Renovation, City of South Burlington | South Burlington, VT
Drainage/Wastewater South Operations Center, Seattle Public Utilities | Seattle, WA
Public Works Fleet + Facilities Building Renovation, City of Tukwila | Tukwila, WA
Municipal Buildings Assessment, Town of Isle La Motte | Isle La Motte VT
Calvin Coolidge Historic Site Improvements, State of Vermont | Plymouth, VT
Tribal Headquarters Renovation, Abenaki Nation of Missiquoi | Swanton, VT
Wolcott Schoolhouse Feasibility Study + Design, Village of Wolcott | Wolcott, VT



EDUCATION

University of Washington
Master of Architecture — 2008

Middlebury College
Bachelor of Arts in Architecture — 2002

QUALIFICATIONS

Architect, Vermont and Washington
LEED™ Accredited — 2008

Tony Menard

SHKS Architects, Architectural Designer | Burlington, Vermont

Tony is a detail focused designer specializing in community driven design with a wide range of experience in locally and grant funded projects. He has worked on an extensive list of Vermont municipal projects with a focus on renovation and adaptive reuse while maintaining sensibilities towards historic preservation. Tony brings a strong expertise in sustainable design solutions and communal accessibility for both new and existing structures in Vermont's communities.

RELEVANT PROJECT EXPERIENCE

Public Works Facility Renovation, City of South Burlington | South Burlington, VT
Municipal Buildings Assessment, Town of Isle La Motte | Isle La Motte VT
State Office Building Roof Replacement, State of Vermont BGS | Waterbury, VT
Town Garage and Campus Feasibility Study, Town of Braintree | Braintree, VT
State Office Building Roof Replacement, State of Vermont BGS | Waterbury, VT
Tribal Headquarters Adaptive Reuse, Abenaki Nation of Missiquoi | Swanton, VT
Craftsbury Community Care Center Renovation | Craftsbury VT*
Sheffield Town Garage, Town of Sheffield | Sheffield, VT*

* Project performed with previous firm



EDUCATION

Norwich University
Master of Architecture

Bachelor of Architectural Sciences — 2014



EDUCATION

Worcester Polytechnic Institute
Bachelor of Science in Civil
Engineering

University of Vermont
Professional Certificate in Leadership
and Management

QUALIFICATIONS

Professional Engineer: Vermont and
New Hampshire

Kevin Worden

PE, LEED AP

Engineering Ventures, Civil Project Engineer | Burlington, Vermont

Kevin is a graduate of Worcester Polytechnic Institute, with Bachelor of Science degrees in both Civil Engineering and Humanities. He was named the 2001 Vermont Young Engineer of the Year. Kevin is a LEED and Sustainability Specialist at Engineering Ventures, contributing more than 28 years of experience in permitting, civil and structural engineering design. He takes a holistic and innovative approach to projects, grounded in the fundamentals of engineering. Fostering long lasting connections through collaboration is important to Kevin.

RELEVANT PROJECT EXPERIENCE

Wentworth and Wilder Housing, Twin Pines Housing | Wilder, VT

Gile Hill Housing, Twin Pines Housing | Hanover, NH

Tracy Community Housing, Twin Pines Housing | West Lebanon, NH

132 South Main Apartments, Ledge works | White River Junction, VT

12 Morgan Drive Centerra Park | Lebanon, NH

East Village, Burlington Co-housing | Burlington, VT

Multiple Projects, East Montpelier School District | Montpelier, VT

Westview Meadows Senior Living | Montpelier, VT

Gibson House Headquarters, Vermont Natural Resources Council | Montpelier, VT



EDUCATION

University of Vermont
Bachelor of Science — 1993

Vermont Technical College,
Associates — 1987

Tom Yandow

PE, LEED AP

Thomas Engineering Associates, Principal, Mechanical Engineer | Waitsfield, VT

Tom joined the PCI team with over three decades of experience in construction consulting, coordination, and project management. Before PCI, Tom worked as the Building Manager for the Town of Essex, where Tom oversaw the building projects, managed the bid process and securing of contractors, and served in a Clerk of the Works role on those projects. This experience has made Tom familiar with the process of developing and updating Capital Plans. In his current role at PCI, he has provided estimating, capital planning, condition assessment, project management, and clerking services for many of our clients, including municipalities, K-12 schools, housing, and healthcare. Tom takes the lead on all of our estimating experience, using his knowledge and experience to help ensure the estimate is as accurate as possible.

RELEVANT PROJECT EXPERIENCE

Town of Warren Garage, Town of Warren | Warren, VT

Town of Rochester-HUB Building, Town of Rochester | Rochester, VT

Town of Colchester Condition Assessment, Town of Colchester | Colchester, VT

City of Rutland Capital Planning Program, City of Rutland | Rutland, VT

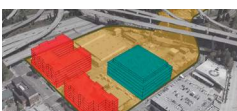
Acorn Drive, Colchester Security Operations Center Estimate | Colchester, VT

Burlington Boathouse Feasibility Study, City of Burlington | Burlington, VT

Examples Relevant Municipal Project Experience

PUBLIC WORKS BUILDINGS, MUNICIPAL GARAGES + CAMPUSES DEVELOPMENT FAMILIARITY AND EXPERIENCE

The following examples of our team's relevant experience with municipal planning and design throughout Vermont and Washington state demonstrate our understanding and capabilities for the current Town of Waitsfield Town Garage municipal spaces Conceptual Design and Cost Estimating project for the community.

		FULL DESIGN SCOPE OF SERVICE	PROGRAMMING	SITE IMPROVEMENTS	MUNICIPAL SERVICES FACILITY	FOR VERMONT MUNICIPALITIES	PAGE
DEPARTMENT OF PUBLIC WORKS FACILITY City of South Burlington 2023 - 2025		•	•	•	•	•	6
ABENAKI HEADQUARTERS ADAPTIVE REUSE Abenaki Nation of Missiquoi 2022 - Present		•	•	•	•	•	6
TOWN GARAGE FEASIBILITY STUDY Town of Braintree 2025 - Present			•	•	•	•	6
COMMUNITY BUILDINGS ASSESSMENT Town of Isle La Motte 2025		•	•	•	•	•	7
BEAVER CREEK HATCHERY RENOVATION State of Washington 2024 - Present		•	•	•	•		7
SOUTH SPOILS YARD FACILITY IMPROVEMENTS Seattle Public Utilities 2022 - Present			•	•	•		7
FIRE STATION FACILITIES MODERNIZATIONS City of Seattle 2022		•	•	•	•		8
CAMANO ADMINISTRATION BUILDING Island County 2021		•	•	•	•		8
FREDERICKSON COMMUNITY CENTER Pierce County Parks and Recreation 2020		•	•	•	•		8
CHARLES STREET OPERATIONS CAMPUS City of Seattle 2019		•	•	•	•		9
SDOT OPERATIONS FACILITIES STUDY City of Seattle 2019		•	•	•	•		9
FEDERAL BUILDING PLANNING AND RENOVATION City of Bellingham 2018		•	•	•	•		9

Examples of Municipalities Projects



CITY OF SOUTH BURLINGTON
South Burlington, VT
2023 - Present (2025)

PROJECT COST
\$1.5 M (Estimated)

REFERENCE CONTACT
John DeGuise, Facilities Superintendent
T: 802.309.9232

E: JDeGuise@southburlingtonvt.gov

PUBLIC WORKS FACILITY EXPANSION | SOUTH BURLINGTON, VT

SHKS Architects is working with the City of South Burlington and its public works department (DPW) to design an expansion of the existing maintenance service base at the Sonny Audette Building. Presently, we are designing and have performed a feasibility analysis to determine the structure and site's capability of providing Level 3 electric vehicle charging stations for 10 vehicles. The updated site plan accommodates a facility-wide parking plan and incorporates improved stormwater treatment practices to address potentially increased runoff as a result of additional impervious surfaces, as necessitated by the city's current land development regulations.



ABENAKI NATION
Swanton, VT
2022 - Present (2025)

PROJECT COST
\$1.9 M

REFERENCE CONTACT
Liz Curry, Owner's Representative
T: 802.578.5793

E: LCurry@commonlandsolutions.com

ABENAKI HEADQUARTERS ADAPTIVE REUSE | SWANTON, VT

SHKS Architects is working with the Abenaki Nation of Missisquoi to transform a historic but underused and unfinished utility shed into a resource center for the tribe and local community. Originally built to maintain buses, the project integrates the seven large overhead doors of the original service bays to open the proposed program of meeting spaces, classrooms, community kitchen and artifact display to a new exterior plaza reclaimed from the back of the tribe's parcel. While maintaining the overall appearance of the original building, the existing wood siding is being salvaged and reinstalled over an upgraded envelope including rain screen and drainage plane. Roofing is being replaced to incorporate ventilation. High-R insulated assemblies and new HVAC dramatically improve building energy performance.



TOWN OF BRAINTREE
Braintree, VT
2025 - Present / 5,000 sf

PROJECT COST
\$3.5 M (Estimated)

REFERENCE CONTACT
Megan O'Toole, Selectboard Chair
T: 802.565.8284

E: Braintreesb.motoole@gmail.com

TOWN GARAGE IMPROVEMENTS | BRAINTREE, VT

SHKS Architects is working with the Town of Braintree and its public works department to explore expanding / rebuilding their current town garage and town offices. Presently, we are designing and have performed a feasibility analysis to determine the structures and site's capabilities as well as opportunities on other sites within Braintree. The updated site plan and structures facilitate improved work spaces, public access, and parking. These improved structures also act as preparation for anticipated fleet expansion, vehicle maintenance, and growth of town needs.

COMMUNITY BUILDINGS ASSESSMENT | ISLELA MOTTE, VT

This study performed by SHKS Architects evaluates the feasibility of re-purposing an existing elementary school building and the community's existing Town Hall structure to provide shared spaces for public use. The town has specified a range of programmatic elements, including municipal offices, a town meeting space, community kitchen, day care center, and residential units, which the design team is incorporating and developing through conceptual design documents and presentations. An objective of the renovation's design is to open the elementary school building's interior to allow for improved access to daylight and activate what are currently undefined areas of the building. The project includes interviews and outreach with town administrators, stakeholder groups, Northwest Regional Planning Commission staff as planning consultant for the development of an overall town master plan, and members of the public.



TOWN OF ISLELA MOTTE

Isle La Motte, VT

2025 / 10,100 sf

PROJECT COST

\$2.5 M (Estimated)

REFERENCE CONTACT

Kathy La Belle Lavoie,
NRPC Special Projects
for Economic Recovery
Director

T: 802.782.1924

E: KLavoie@nrpcvt.com

BEAVER CREEK HATCHERY RENOVATION | CATHLAMET, WA

SHKS is designing seven new buildings for the replacement of facilities at the Washington State Department of Fish and Wildlife's (WSDFW) hatchery. The project includes a seven new buildings on the site totaling over 22,000 square feet of space to be used for hatchery operations and support. Buildings include: hatchery building, offices, metal and wood shops, as well as utility and storage structures to support department operations.

The structures are all pre-engineered metal buildings; taking advantage of the flexibility and efficiency of the structures to provide WSDFW the most cost effective solution for the campus replacement structures.



STATE OF WASHINGTON

Cathlamet, WA

2024 - Present / 22,000 sf

PROJECT COST

\$12 M (Estimated)

REFERENCE CONTACT

Eric Orton, Project
Manager, FSP Engineers

T: 253.732.8709

E: Eric.Orton@fspengrs.
com

SOUTH SPOILS YARD FACILITY IMPROVEMENTS | SEATTLE, WA

The South Spoils Yard will combine four Seattle Public Utilities-owned lots into one 75,000-square-foot supply depot and disposal area for the Water utility crews. The Yard will provide nine tensile fabric (hoop) structures for material and decant/dewatering storage. As part of our SPU on-call, SHKS is designing dewatering facilities to capture sediment and allow for reuse or proper disposal of excavation materials from the Utility's excavation teams. The project will also provide 15,000 square feet of planting area including bio-retention for on-site stormwater management. With sufficient capacity, the yard also has flexibility to become a supply center for other SPU departments and provide additional logistics space such as emergency supply storage in the future. SHKS has completed design and construction is anticipate to start in Q1 of 2026.



SEATTLE PUBLIC UTILITIES

Seattle, WA

2022 - Present / 1.7 acres

PROJECT COST

\$5.7 M (Estimated)

REFERENCE CONTACT

Frank Coulter, Division
Director, Project
Management + Controls

T: 206.396.8409

E: Frank.Coulter@seattle.
gov



CITY OF SEATTLE

Seattle, WA

2022 / 14,000 sf (Total)

PROJECT COST

\$4.89 M (Total)

REFERENCE CONTACT

Kevin Sahara, Capital
Project Manager

T: 206.665.2670

E: Kevin.Sahara@seattle.
gov

FIRE STATION FACILITIES MODERNIZATIONS | SEATTLE, WA

Partnering with the city's Fleets and Facilities, SHKS completed renovations, additions and seismic upgrades at Fire Stations 8, 18, and 31. Station 31, including new medic unit sleeping quarters, restrooms, mechanical systems, and support spaces, benefiting firefighters and improving their responsiveness to the community. A new apparatus bay and bunker gear storage spaces were added to expand Station 18 and improve its efficiency, resulting in LEED Gold certification. Improvements to Fire Station 8 increased safety, functionality, and comfort through a renovation to its existing facility, including a seismic upgrade and addition to extend an apparatus bay and accommodate a 60-foot-long tiller rig on a small site in a residential area. A staff training room with natural light and ventilation, ADA entry, and a relocated watch office were added to actively engage with the community. Communications spaces for station and city staff involved coordination among multiple departments.



ISLAND COUNTY

Camano, WA

2020 / 8,560 sf

PROJECT COST

\$5.1M

REFERENCE CONTACT

Ryan Beach, Island
County Facilities Director

T: 360.678.5111

E: R.Beach@
islandcountywa.gov

ISLAND COUNTY ADMINISTRATION BUILDING | CAMANO, WA

The new Island County Administration Building replaces an aging and undersized facility. A generous public reception area, service counter, and collaborative workspaces enable administrative and Sheriff's Department staff to better serve the residents of Camano Island. A large public meeting space and conference rooms are available for community meetings and events. The building uses locally sourced materials, natural ventilation and daylight to make a healthy and comfortable work place. A long span wood structure allows flexible planning to accommodate future growth. An accessible parking area and landscape improvements connect adjacent existing buildings to form a modest civic campus. The project has received awards from the AIA Washington Council and American Public Works Association's Washington Chapter.



PIERCE COUNTY PARKS

Frederickson, WA

2020 / 5,724 sf

PROJECT COST

\$6.23 M

REFERENCE CONTACT

Benjamin Barrett, Design
Supervisor (Former, now
with the City of Seattle)

T: 253.798.4081

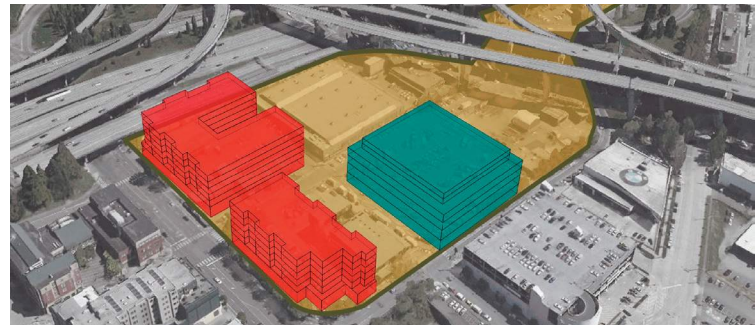
E: Benjamin.Barrett@
seattle.gov

FREDERICKSON COMMUNITY CENTER | TACOMA, WA

SHKS Architects completed an adaptive use and rehabilitation of the 1920s-era historic Mayflower Hay and Dairy Barns to serve as a community center, with gathering space, meeting rooms, and public restrooms, in conjunction with development of the surrounding three-acre park. The project relocated and reconfigured the barns, adding new foundations and an addition to the dairy barn. Structural upgrades, re-roofing, new and restored windows and doors, wall and roof envelope improvements and insulation, restored and new exterior and interior finishes, and mechanical, plumbing, electrical, and lighting systems were provided. The project also included demolition and selective salvage of four outbuildings for re-purposed finish materials.

CHARLES STREET OPERATIONS CAMPUS | SEATTLE, WA

The Charles Street Campus is home to several maintenance and administrative services provided by the City of Seattle. The master plan builds on previous incremental studies by offering a comprehensive view in which a portion of the campus is sold for private development and part of it is developed by the city for its own use. The master plan explores three options for City of Seattle division and work groups to remain on site—including test-fit options for various building configurations and equipment—and explores three approaches to private development on a portion of the site. The study includes analysis of the existing structures with a cost comparison identifying the benefit of developing the site with a new building versus attempting to upgrade all of the existing facilities.



CITY OF SEATTLE
Seattle, WA
2019 / 1,400,000 sf

REFERENCE CONTACT
Randy Cox, Project Manager
T: 206.684.4925
E: Randy.Cox@seattle.gov

PROJECT COST
\$93 M (Estimated)

SDOT OPERATIONS FACILITIES STUDY | SEATTLE, WA

From 2013, SHKS has worked with the City of Seattle on several studies analyzing space needs and facility development options for multiple divisions at the Seattle Department of Transportation (SDOT). Our first study examined three organizations within the Maintenance Operations division – Roadway Structures, Street Maintenance, and Urban Forestry – located at four separate sites across the city. Following a space needs assessment for each organization, SHKS planned development options at five sites to satisfy current and projected needs. Our most recent study, begun last year, is examining nine organizations within five SDOT divisions – Maintenance Operations, Transportation Operations, Street Use, Capital Projects & Roadway Structures, and Transit & Mobility. Our team is developing test-fit options and conceptual site plans for three sites – West Seattle, Charles Street, and Sunny Jim – to improve and expand operational facilities serving these work groups.



CITY OF SEATTLE
Seattle, WA
2019 / Variable by site

REFERENCE CONTACT
David Kunselman, Deputy Director of Capital Development
T: 206.615.1686
E: David.Kunselman@seattle.gov

PROJECT COST
\$18–65 M (Vary by site)

FEDERAL BUILDING PLANNING STUDY | BELLINGHAM, WA

This study performed by SHKS Architects evaluated the space and adjacency requirements of several City of Bellingham departments to assess the feasibility of relocating one or more departments from multiple city-owned buildings into a shared space within the Bellingham Federal Building. The program and space requirements for each department were determined through field observations, measurements from existing plans, and interviews with department representatives. A conceptual program was developed based on projected needs. Schematic planning diagrams illustrated potential scenarios for relocating departments. The cost plan reflected various layout options combined with probable costs for building upgrades.



CITY OF BELLINGHAM
Bellingham, WA
2018 / 43,000 sf

REFERENCE CONTACT
Ravyn Whitewolf, Public Works Director (Former)
T: 360.592.3445
E: Whitewolf Engineering Services@gmail.com

PROJECT COST
\$5.8 M

Proposed Approach + Methodology

PROPOSED SCOPE OF WORK AND PROJECT APPROACH

Public municipal and shared facilities represent a significant community investment—a consensus on serving residents and maintaining essential infrastructure. As civic buildings, they must be both aspirational and responsive to budget realities. SHKS Architects specializes in translating the needs of critical facilities into civic structures that prioritize performance, safety, site sensitivity, user efficiency, and comfort.

TASK 1: PROJECT KICK-OFF MEETING

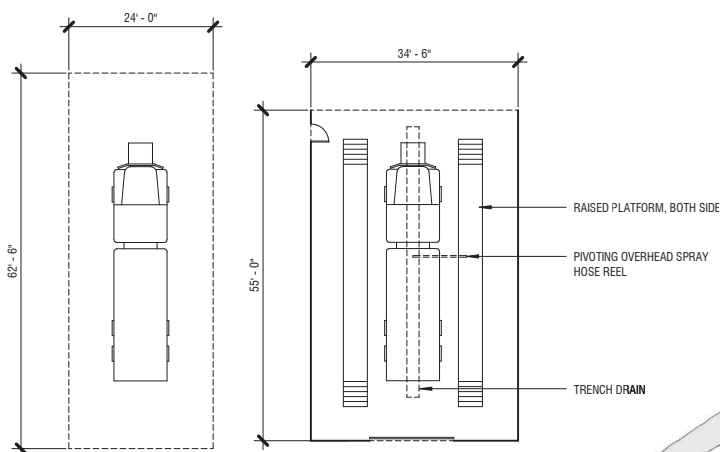
Clear communication is the foundation of a successful project. Nelson Martelle, Principal and Project Manager, will serve as the primary point of contact, managing day-to-day communication with the Town. At project kick-off, Nelson will establish a communication protocol, including weekly check-ins, concise agendas, punctual meeting notes, and regularly updated schedules to track action items and project milestones.

TASK 2: PROGRAMMING AND ABBREVIATED MASTER PLAN

Programming is an iterative process that defines the design problem. SHKS will begin by gathering existing documentation—organizational charts, staff schedules, job descriptions, and equipment inventories—and engaging with administrators and work crews. This will help us understand how current facilities function, identify workflow bottlenecks, and explore opportunities for improved agencies, efficiencies, and shared use.

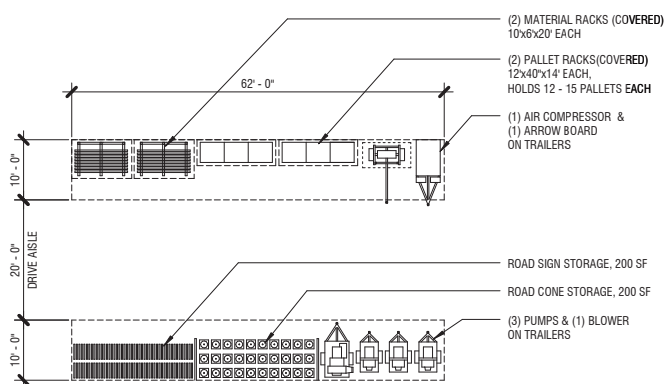
We view programming as a chance to improve how work happens—supporting crews not just with new space, but with space that helps them do their work better, together. Our findings will be synthesized into operational diagrams and scaled program layouts.

We will also incorporate projections for future growth, developing strategies to accommodate future expansion with minimal future disruption. This might include pre-installed conduit for future utilities or designing structural systems to support anticipated future loads.

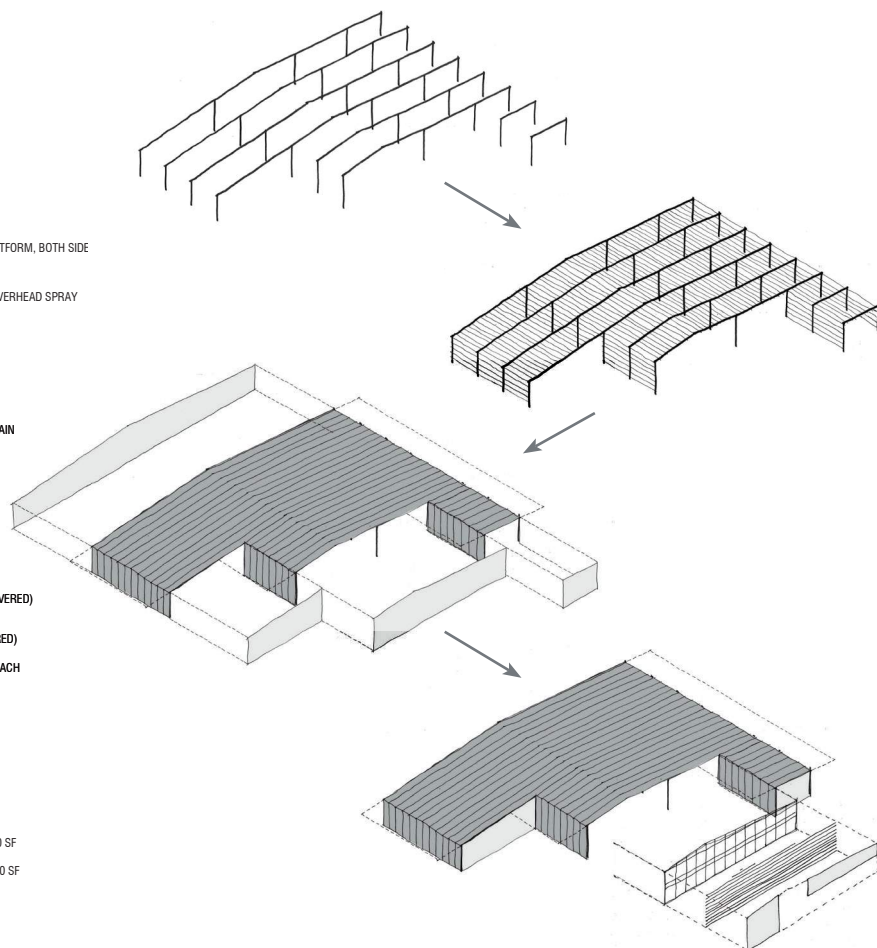


D.11 FAS MAINTENANCE BAY

D.12 WASH RACK: 1900 SF



F.3 STORAGE (SHARED, ALL-CITY & SOUTH): 1240 SF



Seattle Public Utilities Drainage and Wastewater South Operations program analysis and Pre-Engineered Metal Building structure and cladding diagram

TASK 3) DEVELOP AND EVALUATE CONCEPTUAL LAYOUTS

Program diagrams will be translated into conceptual floor and site plans. These will test space allocation and adjacencies, and include layouts for workstations, offices, meeting rooms, shop areas, vehicle storage and maintenance, locker rooms, and decontamination areas.

We understand the realities of public budgets and are focused on achieving spatial and material efficiency. Based on initial conversations with York and Josh, we anticipate a pre-engineered metal building (PEMB) may be a suitable solution. We have extensive experience working with PEMBs and know how to adapt their “kit of parts” to the functional needs of municipal garages—for example, integrating more durable wall bases to withstand daily wear and tear.

While we bring deep knowledge of public works operations, we will remain attentive to the unique practices of Waitsfield’s crews and stakeholders to ensure the final design reflects their specific needs.

TASK 4) COST ESTIMATE AND DRAFT/FINAL REPORT

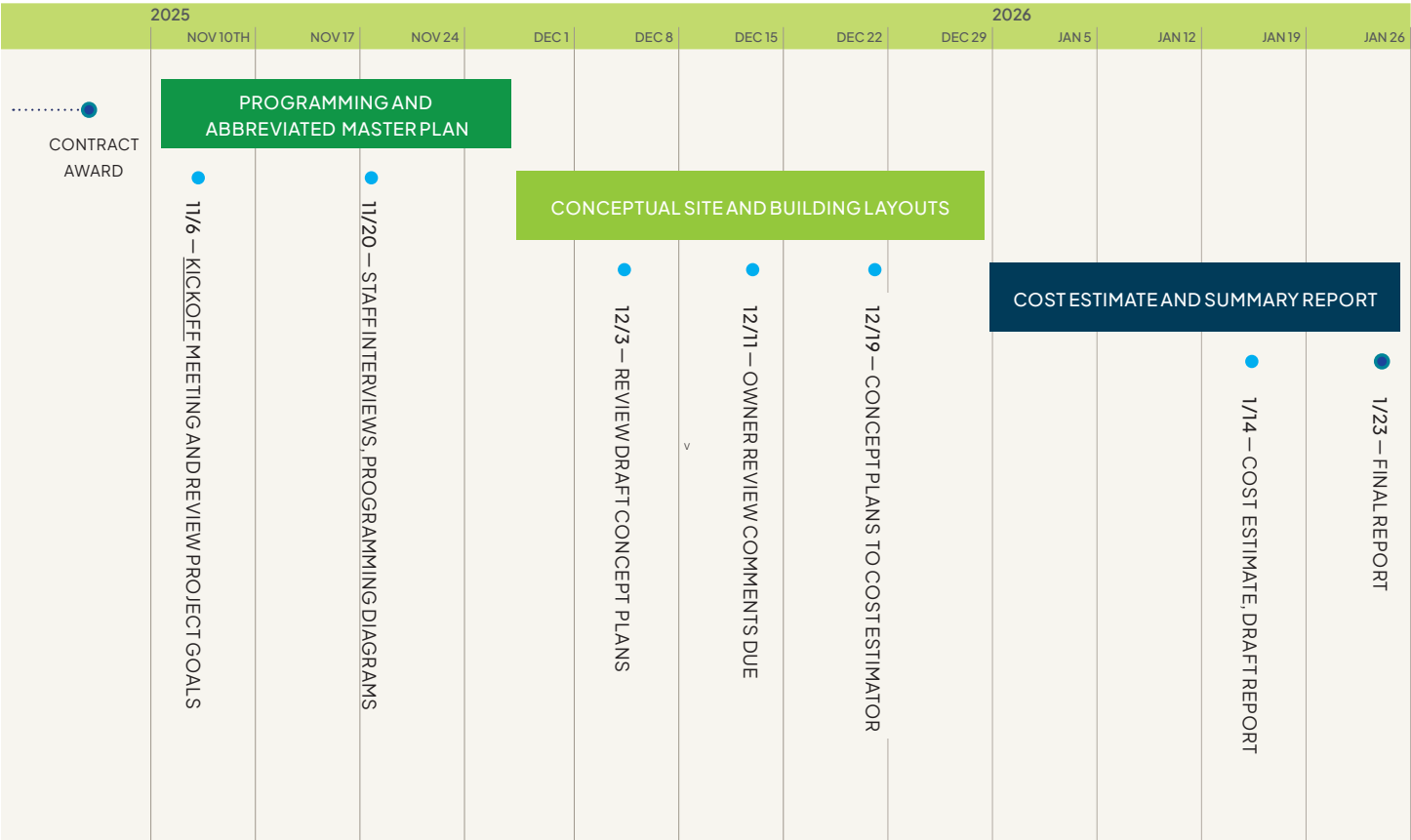
PCI will review conceptual plans and prepare a draft construction cost estimate based on their experience with similar facilities. The design team will review quantity takeoffs to ensure the estimate supports informed decision-making, including allowances for design development and cost escalation.

Deliverables will be compiled into a clear, concise draft report for presentation to the Selectboard, including:

- Program diagrams
- Conceptual site and floor plans
- Construction cost estimate
- Meeting notes of progress meetings

SHKS Architects specializes in public sector projects focused on improving civic workplaces. Our collaborative approach with public works groups has been effective in crafting highly responsive conceptual design documents. The documents' clarity and processes leading to their creation provide organized frameworks for scope definition, budgets, and overall design.

DRAFT TIMELINE FOR CONCEPTUAL DESIGN AND COST ESTIMATING

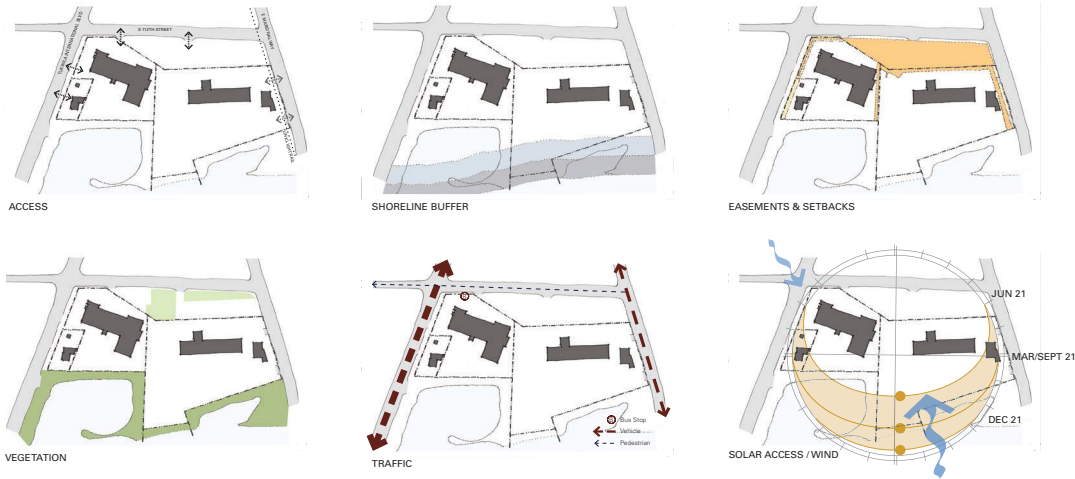


Examples of Deliverables – Completed Conceptual Plans

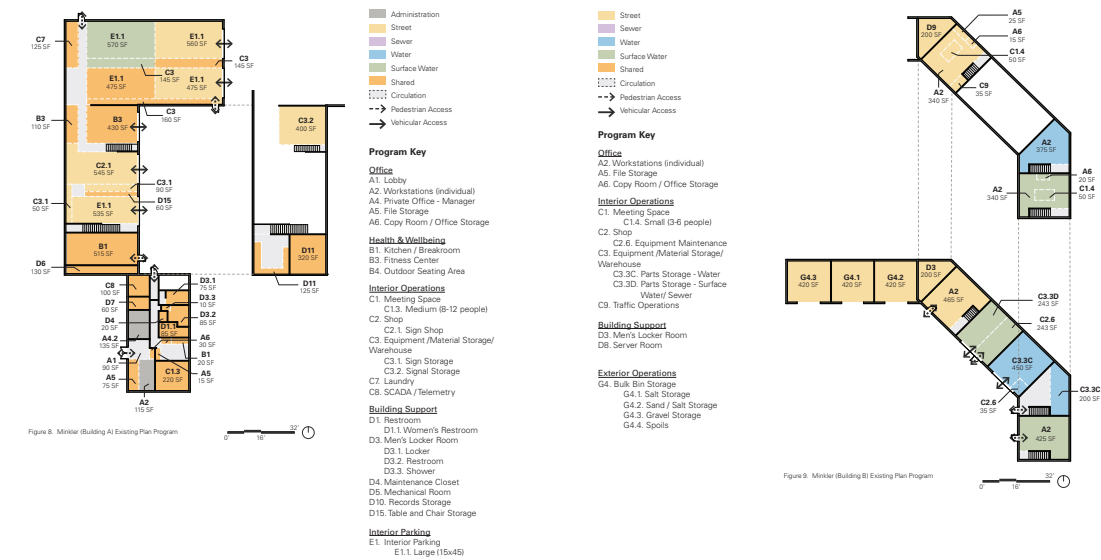
1. PUBLIC WORKS FACILITY MASTER PLAN | TUKWILA, WA

The City of Tukwila Public Works Department previously operated out of three disparate facilities, each small, outdated, and operationally inefficient. SHKS worked with the City to plan a new public works facility at a 13-acre site located along the Duwamish River. Developed prior to city ownership, the site includes several existing buildings strategically utilized in the master plan's phased design option.

Programmed through the year 2045, the three options are consistent with program requirements but distinguished in the utilization of existing buildings and site operations. Consolidating all public works operations as well as several administrative personnel, the program is grouped according to shared functions for efficiency of space and to avoid unnecessary duplication. Overall, the interior program combines office administration functions, employee resources, public works operations space, vehicle maintenance operations and parking. Implementation of the first phase has commenced with renovation of a former auto-body shop.



Site Analysis — Existing site factors in combination with important programmatic adjacencies organized the site for the master plan. SHKS diagrams showing the existing site analysis and program adjacencies in the document.

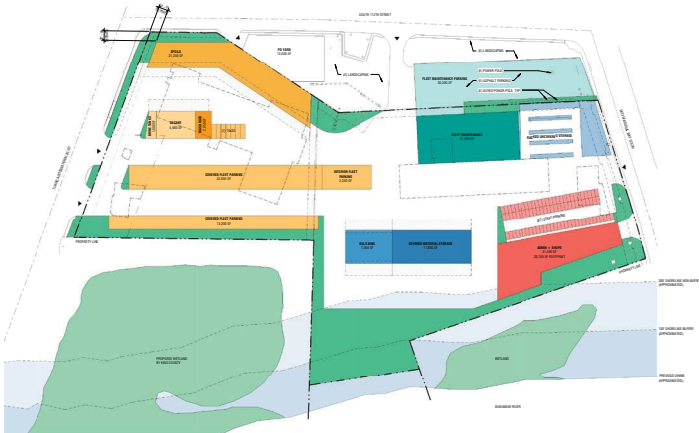


Programming plan diagram for updated Tukwila Public Works offices.

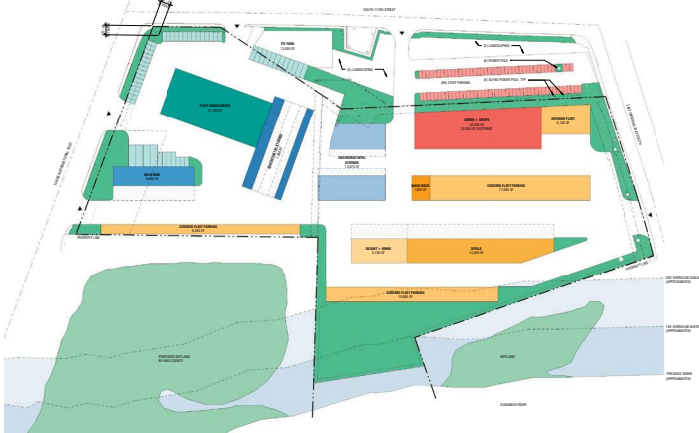
Workstations layout serving multiple departments at the campus's existing Minkler building.



OPTION 1 — FILTER



OPTION 2 — SPINE



OPTION 3

The first study option developed a site plan that followed a series of test fits on Tukwila Public Works' consolidated sites. The master plan included evaluations of new buildings, covered structures for vehicles and storage, and a wash/decant facility.

PROS	CONS
- Meets the guiding principles - Allows for multi-phase construction and occupancy - Utilizes a portion of the existing Heiser building	- Does not meet 2045 program projections - Higher life cycle cost - On-going maintenance at existing Heiser building

SHKS' second planning option provided an approach to the city's sites that prescribed replacement of all existing buildings to increase flexibility of site circulation and usage. In order to maintain operations, a phased approach was included.

PROS	CONS
- Meets the guiding principles - Meets 2045 program projections - Improved site circulation and utilization of space - Lower life cycle cost	- Does not retain any existing buildings - Pump station required for sewer connection

This third option was examined subsequent to the initial pair to review additional adjacency possibilities and provide alternative configurations for department staff and equipment.

PROS	CONS
- Meets the guiding principles - Utilizes part of the existing Heiser building	- Does not meet 2045 program projections - Higher life cycle cost

2. SPU DWW SOUTH OPERATIONS CENTER PROGRAM AND SITE ANALYSIS | SEATTLE, WA

From 2013, SHKS Architects has worked with Seattle Public Utilities (SPU) to assess and evaluate space and program needs for various Drainage and Wastewater Division (DWW) work groups dispersed throughout the city at different facilities. In preparation for the scheduled relocation of SPU DWW work-groups from the Charles Street facility, we provided site analysis for three proposed properties (Husky Truck, West Marginal Way, and Meyers Way) including test-fits for operations within the existing and proposed facilities.

Conceptual plan alternatives and cost estimates to relocate SPU work-groups and equipment at the West Marginal Way site will guide SPU in developing a consolidated, flexible South Operations Complex capable of serving a varied workforce and housing critical equipment needed to maintain the City’s drainage and wastewater infrastructure. SHKS led the design for the preferred alternative, a 6-acre site near the Duwamish River, adaptively reusing an existing pre-engineered metal building already on site.



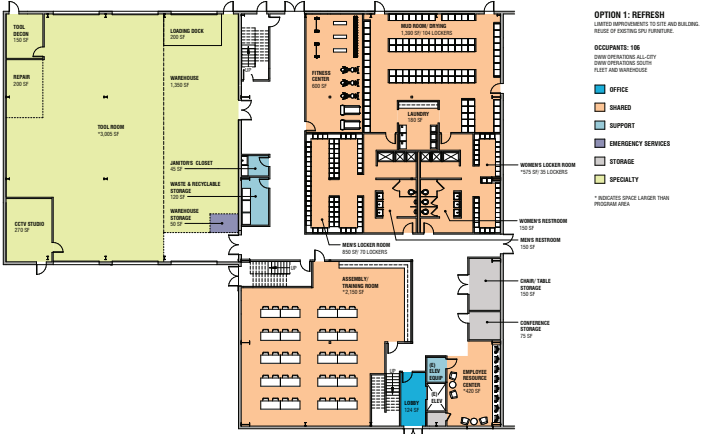
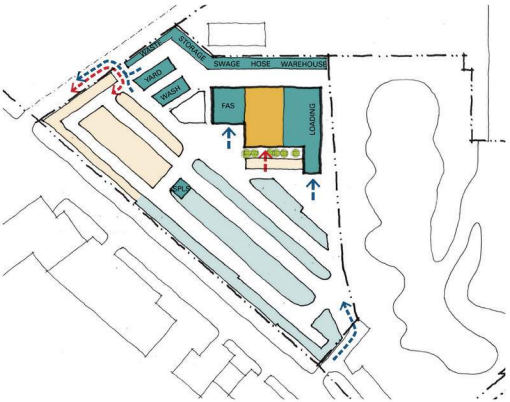
Conceptual rendering of Seattle Public Utilities' DWW South Operations Center.



SPU Drainage and Wastewater Division South Operations Center.

OPTION 1

The design of Option 1 revolved around the notion of a refresh of the existing building and site, with limited improvements provided to the interior. These updates included locker rooms, showers, and an assembly room, with finishes upgraded across the building’s departmental spaces.



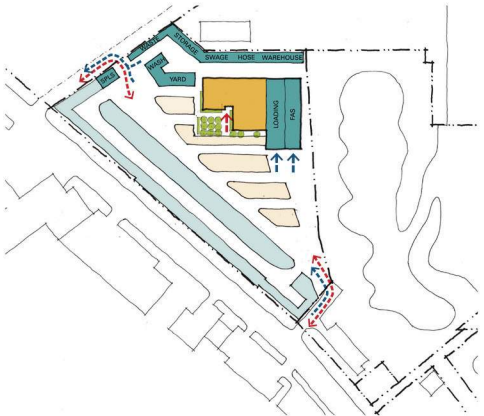
First Floor Plan



Second Floor Plan

OPTION 2

As part of Option 2, offices were reconfigured to accommodate modern furniture requirements and provide appropriate meeting areas for user groups. The installation of new equipment and finishes was proposed throughout the building.



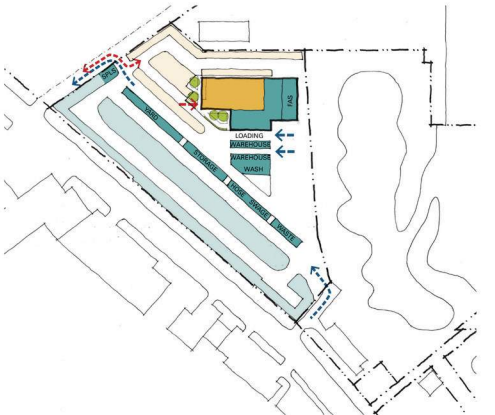
First Floor Plan



Second Floor Plan

OPTION 3

This option emphasized tenant improvements to the building, with the addition of offices, locker rooms, a breakroom, and updated HVAC and electrical systems. Limited seismic upgrades were proposed to address life-safety code deficiencies. Damanged elements of the building envelope would be repaired or replaced.



First Floor Plan



Second Floor Plan

Project Fee Proposal



1 CONCEPTUAL DESIGN AND COST PLANNING				
Item	PHASE/TASK	PIC NM	Staff TM	Total
1.1	Administration			
	Consultations, correspondence, minutes, and general admin.	2	4	
1.2	Discipline Coordination			
	Meetings with Consultants (Assume 2 with Estimator, 2 with Civil)	2	2	
	Design coordination	2	4	
1.3	Document Review			
	Collect project information, document existing conditions	4	8	
	Review existing information	2	4	
1.4	Consulting with Permitting Authority			
	Preliminary Permit Requirement review	0	2	
1.5	Meetings and Coordination w/ Client			
	Kick-off Meeting	2	4	
	Draft Review Meeting	2	4	
1.6	Review Final Report	2	4	
	Architectural Design			
	Program Diagrams	2	6	
	Abbreviated Master Planning	2	4	
	Conceptual Plans	8	16	
	Final Report	2	6	
1.7	Scheduling			
	Review and update scheduling	2	0	

Architectural Services	hours	34	68	102
	rate	\$180	\$138	
	subtotal	\$6,120	\$9,384	\$15,504
	avg rate	\$152.00		

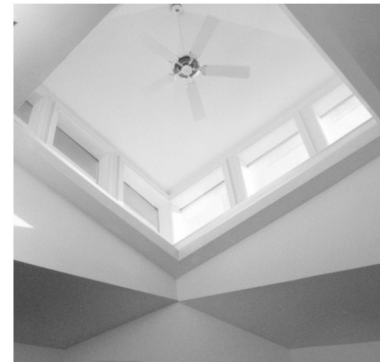
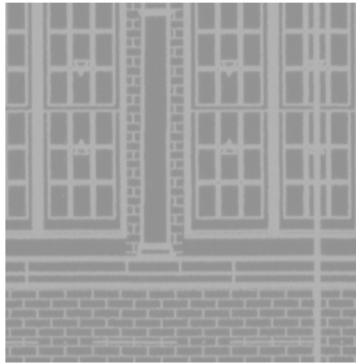
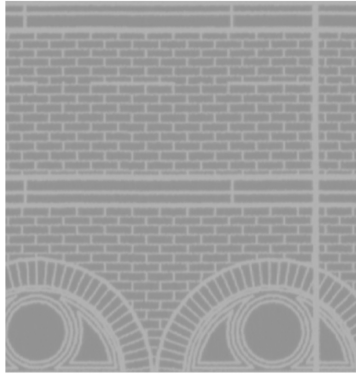
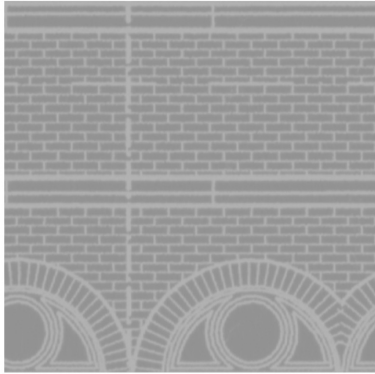
Consultant Services	Civil	\$6,000
	Estimating	\$6,250
Subtotal Consultants		\$6,000
Markup	10%	\$600
Miscellaneous Direct Expenses	approximately 2% of PD Architectural Fee =	\$310
Total Consultants, Expenses, Markup		\$6,910

1 CONCEPTUAL DESIGN AND COST PLANNING	\$22,414
--	-----------------

EXCLUSIONS

- Work in Subsequent Design Phases
- Structural, MEP Engineering
- Hazardous Materials Survey
- Topographic Site Survey (+\$2,500 EV)
- Geotechnical Engineering
- Energy Modeling
- Renewable Energy Systems Feasibility
- Lighting Design Services, Including Photometrics
- Architectural Interior Design
- Furniture, Fixtures and Equipment Design
- LEED / other Sustainable Bldg Cert.
- Commissioning
- Record Drawings
- Telecom/Security/AV Design Services

This Page Intentionally Left Blank



*Proposal for
Waitsfield Town Garage
September 26, 2025*

357 Western Avenue
Suite 104
P.O. Box 4069
St. Johnsbury, Vermont 05819

tel 802 748 5239
fax 802 748 1085
web www.ehdanson.com



EHDanson
Associates, PLLC

Architects

357 Western Avenue
Suite 104
P.O. Box 4069
St. Johnsbury, Vermont 05819

tel 802 748 5239
fax 802 748 1085
e-mail contact@ehdanson.com
web www.ehdanson.com

September 26, 2025

York Haverkamp, Town Administrator
By email
4144 Main Street
Waitsfield, Vermont 05673

Re: Conceptual Design and Cost Estimating for
New Town Highway Garage

Dear Mr. Haverkamp:

EHDanson Associates PLLC is pleased to respond to your Request for Proposal for the project mentioned above. We understand that this RFP is for conceptual design and cost estimating for a new town highway garage, the design of which was provided in draft form.

This project fits nicely with our office experience, size, and capabilities. As such we have provided the following outline of services which we believe will be necessary to prepare the documents necessary for you to get the project approved by the Town.

We have done many projects similar to this one over the years. Some of the projects are included in the following pages. They include Barre Town Garage, AOT Maintenance Facilities in Londonderry, Colchester, White River Junction and Swanton, Vermont. We are currently working with other clients on similar facilities including the VTrans Central Garage replacement project in Berlin, Vermont and the new Highway Garage for Coventry, Vermont. We have just completed a similar facility for the Town of Barton as well. We have the depth of staff, experience, and professionalism to complete your project on time and on budget.

We pride ourselves on paying attention to detail in design and in the initial phases where budget and feasibility are determined. As such, our proposal for services is detailed and includes a scope of services sufficient to achieve your goal.

We are keenly interested in working with you on this project and look forward to hearing from you soon.

Sincerely,

Roy Ward, AIA
Principal

Background, Qualifications and Relevant Experience

EHD has reviewed the proposal and is keenly interested in working with you on this project. We have done several similar projects in the past and are familiar with their function and needs. This size and scope fit well with our office size and culture. We work extremely well with committees and municipal entities.

EHDanson Associates is a small architectural firm started in 1987 and providing services to clients throughout northern New England from our St. Johnsbury, Vermont location. As members of the American Institute of Architects, the company's principal, Roy Ward, is licensed to practice in Vermont and New Hampshire. Roy became the Principal/Owner of EHD in 2000 and has been in practice since 1977.

We are noted for our practical approach to design, excellent reputation and successful track record in meeting client needs. Our firm specializes in providing services to our clients that are tailored to their specific project. We strive to maintain strict budget controls from the beginning of the design phase through the construction process. EHDanson Associates is well noted for its ability to arrive at cost effective as well as creative design solutions. We accomplish this goal through a teamwork approach on each project.

Our approach to the design and development process provides our clients with the necessary technical and financial information to make accurate and well-informed decisions about how to proceed. EHD's design objectives are to meet your various programmatic requirements in the context of your budget and schedule. Consideration of aesthetics, construction methods and value engineering are always a part of the process.

EHDanson Associates has extensive experience in providing services for a wide range of projects, from small home renovations to major commercial construction projects. Regardless of size and complexity, Our team strives to provide every project with a personal and professional approach.

Our portfolio includes several similar projects as well as a large assortment of other works. Please see the following pages and our website at www.ehdanson.com.

Personnel are typically assigned as needed but as an overview we propose the following:

- Project Manager and Principal in Charge - Roy Ward. Roy has almost 50 years of experience in the design and construction of projects as well as project management. Current projects include the VTrans Central Garage project, Highway Garage for the Town of Coventry, 28,000 sf office building for Northern Human Services and a large addition to a local grocery store.
- Project Designer and Revit manager - Sandy McKee: Sandy provides design and technical support for all of our projects as needed. She has a keen eye for design and is able to masterfully develop 3D generated graphics for review.
- Technical Director - Arthur Wood: Art has a deep understanding of how projects go together and is able to assure that the work of our consultants works with the design during the development process, not during construction.
- Interior Designer - Elizabeth Kourkoulis: Elizabeth is our interiors and finishes guru. She provides support when needed for interior design and finish schemes. While interior design is not anticipated, finishes are an integral part of every project. She will assist with color and material selections for the project.

Similar Projects

Following is a short list of representative/similar projects that demonstrate the experience of our team:

Town of Barton Garage – Barton, Vt



We provided complete services for this facility which consisted of a 5-bay garage including a wash bay, office and conference/break space and a mezzanine. The building was constructed as a pre-engineered building.



VTrans Central Garage Relocation – Berlin, Vermont:

EHD was commissioned by VTrans to design a replacement facility for the existing District 6 compound located in Berlin but prone to flooding. The new building will include 24 maintenance bays that



will handle all of their equipment including winged plows and large salt/sand trucks. The central portion of the building houses office space and is designed to grow to four floors in the future. The footprint is approximately 46,200 square feet.

District 4 Office Building: White River Junction, VT: EHD

was retained to design a new 6,400 sf office building to integrate several departments dispersed around the area. The building integrated engineering, surveying, construction, and administrative functions. Document archives from various locations were also consolidated in this facility. The result was improved cross-department coordination and integration with a reduction in administrative space.



Stowe Public Safety Building – Stowe, Vermont:

Close coordination was required to bring together the requirements of the Fire, Rescue, Hazardous Terrain Rescue and Police Departments. After several iterations and program revisions, EHD provided a design that satisfied the needs of the departments and the community. The goal was to provide a building that will serve the community's valued departments for the next 30 years.



The completed building is approximately 30,000 square feet and accommodates a 4-bay drive-through 10,000 sf apparatus bay, 9,000 sf police department with the remainder housing offices, bath/locker rooms, day room and training room for the fire and rescue departments.



The building also includes a community/training room and full kitchen. Bunk rooms are provided for overnight accommodations and to allow for future expansion of services.

Other projects include Derby Line Fire Station, Lyndonville Public Safety, and Twin State Ford.

VTrans District 5 Office/Maintenance Facility: Fort Ethan Allen, Colchester, VT: Working with the Vermont Agency of Transportation, EHD developed a program for office and maintenance space that would allow consolidation of several regional facilities into one location. The new 10,000 sf office



portion was constructed in Phase I and included engineering and maintenance personnel. The two 9,000 sf, 8 bay maintenance garages were added under Phase II and Phase III on either end of the office building providing VTrans District 5 with an overall 28,000 gsf of new facility centrally located to their service area.

The Office Building constructed in Phase I received an award from Efficiency Vermont under its Core Performance program for overall building performance.



McMahan Chevrolet – Hyde Park, Vermont:



EHD was commissioned by the Owners to design a new auto dealership located on a site in Hyde Park. The site conditions were extremely difficult and required removal and replacement of several hundred yards of contaminated and unacceptable soils. The facility included a new showroom, sales space, and a twelve-bay maintenance/repair garage. We also designed a new 2,000 gallon used oil storage system for heating the facility.

Waterbury Ambulance Facility – Waterbury, Vermont:



This facility includes 3 bays for ambulance and rescue vehicles. The interior provides overnight accommodations for on-call staff, kitchen facilities, conference and training space as well as offices for full time team members.



The building was designed to include one additional bay for trailer storage. That option is currently in the planning/fund raising stage.

CVPS Maintenance Facilities – Various locations: EHD was commissioned by the CVPS prior to their merger with GMP to design a facility prototype for their maintenance facilities throughout the State. In all EHD designed facilities in St. Johnsbury, Sunderland, Royalton and N. Springfield, VT. These facilities ranged in size from 14,000 – 22,000sf. They all included garage spaces for truck and transmission line maintenance equipment, administrative function spaces for maintenance staff and spaces that provided support services during storm emergency situations. Some of these facilities included geothermal heating and cooling systems.

Proposed Approach and Methodology

Preliminary Meetings and Programming:

- We will meet with the appropriate individuals on your team to review the needs, goals, and considerations for the building. We would expect to discuss priorities for the building and site and review operational aspects of any existing buildings in use. The goal will be to have the new building meet the required needs and provide greater efficiency and improvements where possible.
- From this meeting we will develop the plan provided by you and incorporate it into the site plan.
- We will also discuss options for construction (pre-engineered or conventional framing) and their respective benefits and disadvantages.

Existing Site Conditions:

- We would anticipate that you will provide a site survey that includes property boundaries, topography and utilities. We have included fees for that work in our proposal as a line item which can be accepted or not depending on whether or not you have a survey currently.
- We will design the building into the site to take advantage of the natural features, circulation requirements and needs of the town.

Wastewater System:

- We understand that the site will require a new septic system. This will require percolation testing and possible test pits. We have provided an allowance for the design of the system and testing for that work.

Water System:

- Because of the size of the building, a sprinkler system is anticipated.

Conceptual Site Plan, Initial Plans & Estimates:

- Conceptual site plans will be developed for proposed new access driveway maintenance garage, site circulation, and on-site utilities and drainage. Conceptual grading plans will be developed to incorporate the driveway and area surrounding the building. Conceptual plans will incorporate proposed impervious areas and potential disturbance areas for stormwater permit planning.
- Prior to final plans and permitting documents a survey for the site including building locations, site features, applicable topography and utility information will likely be necessary. We are assuming, as part of this proposal, that a survey will be prepared by our civil engineering team.
- We will develop a preliminary opinion of probable construction cost for the site development cost associated with the new building. We have included the cost of an independent third party estimator for more accuracy. We will also include a development budget which is composed of a variety of soft costs including professional fees, permit fees and other miscellaneous expenses to establish an overall Project Development Budget. This should be a comprehensive budget sufficient to present to the voters for financing and support.
- We will attend one public meeting if requested by the Selectboard.
- We will prepare a final presentation in the form of a report that will show our findings.

Permitting

- We will prepare a matrix of the required permits for the project to be incorporated into the cost. At this stage of the project, we will not be applying for permit from the State.

Local Permitting

- We will review the zoning regulations to determine the limitations of the project on the site. We will discuss the project with the local authorities to confirm our understanding making every effort to assure our design will pass their scrutiny.

The services outlined above would complete the preliminary design, permit assessments and preliminary opinion of probable cost for the project.

Sample Deliverables

Concept design: We anticipate providing the following:

- Site plan showing the building in context.
- Floor plan of all of the spaces. If a mezzanine is in the project, that would be included.
- Building elevations - Each elevation would be addressed.
- Rendering – a 3D rendering of the building will be provided.
- A building overall section (if appropriate)

Cost Estimate: This will be provided in an 8-1/2 x 11 format. We will also include a Development Budget (sample attached). Elements in the budget are project specific and may be different than the sample.

The extent of deliverables will ultimately be dependent on how far the concept phase is extended. There are a number of tasks to be done to complete a project. Not all of them are absolutely necessary at the concept phase but the more you know about the conditions the more accurate the pricing will be.

Fees

As noted above, there are a variety of due-diligence items we have included for your consideration. We have listed them as line-items so you can opt not to accept all of them. We have also noted those that are required and those that are optional but strongly recommended.

Architectural (EHDanson Associates)\$15,000 required

Independent cost estimator:\$3,500 required

Civil Engineering (DuBois & King):

- Topographic Survey \$ 4,800 required
(if one does not exist)
- Test Pits & Perc Test \$ 2,000 recommended
(this is to determine the viability of a septic system)
- Schematic/Conceptual Design..... \$ 10,500 required

Structural Engineering: Not required at this phase.

Mechanical/Electrical Engineering:

- Narrative for cost estimating: \$ 5,500 recommended

Fees above do not include the cost of reimbursable expenses.

Additional items include the following and are services performed beyond our scope of services:

- Geotechnical services for determining soil capacities and foundation design. This will be required prior to designing foundations.
- Flow testing: This is for determining the capacity of the municipal system to support a building sprinkler system. The size of the building will require a system. Optionally, the building can be separated into fire areas with fire separation walls. This is to be determined.
- Hazardous materials testing is required prior to the demolition of the existing building. Additional environmental testing of soils on the site may also be required.

Proposed Timetable

The goal appears to be to have a responsible design and cost prior to Town Meeting day where a bond vote may be proposed. We would expect to provide our services as follows:

Programming/Concept Site & Preliminary Design :	November 1 – January 1
Cost Estimates:	January 2 – February 1

Survey work and/or test pits and percolation testing are weather sensitive. Those services, if selected, will need to be performed prior to snow fall.

Please understand that this schedule is not intended to establish exact dates. Some items may occur out of sequence while some may be concurrent with others. The process, while linear, may divert from the schedule above. Our goal will be to complete the task within the appointed time.

If this proposal is satisfactory, we will prepare an AIA Standard Form of Agreement for signature. EHD is fully insured for general and professional liability. We will provide insurance certificates on request.

End of Proposal

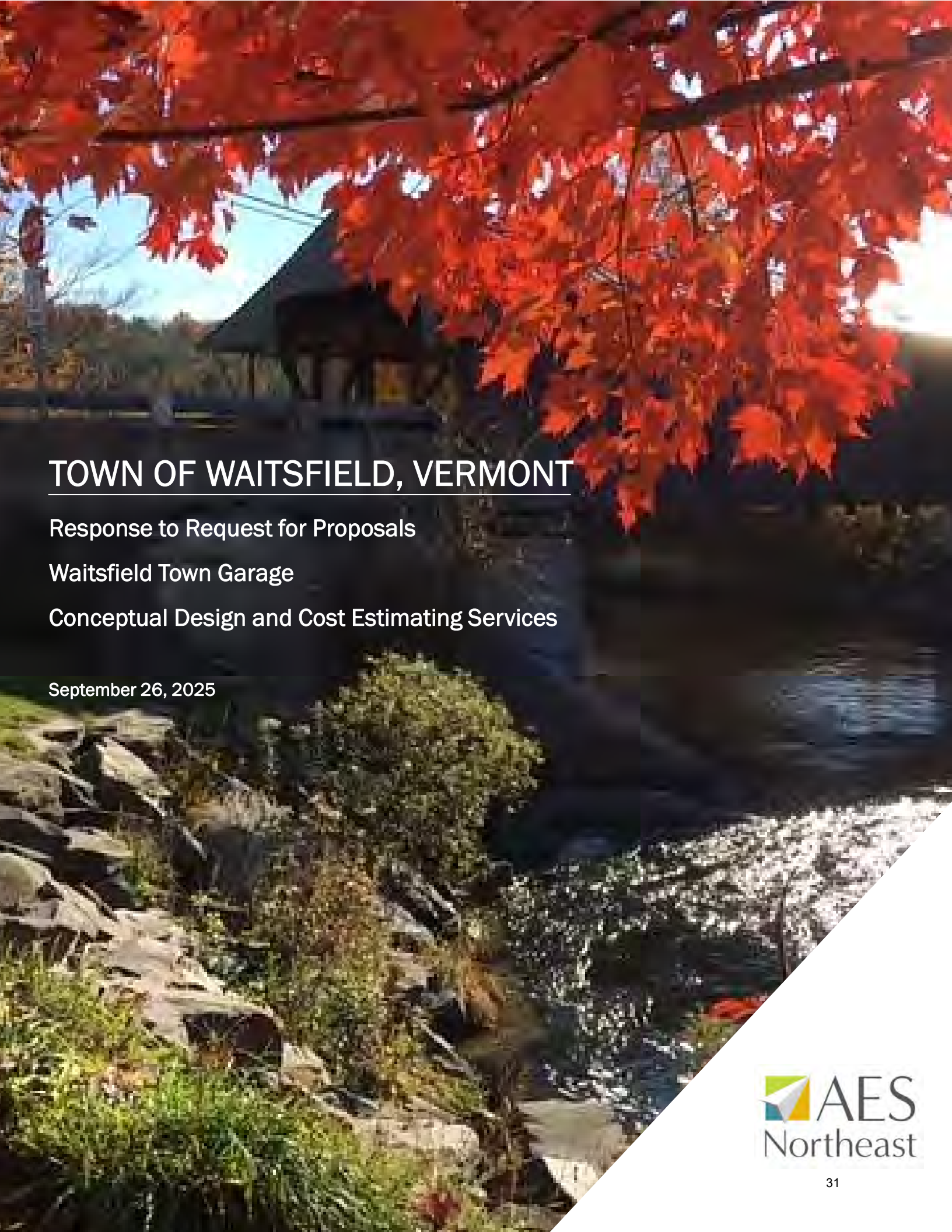
Sample only

ESTIMATED PRELIMINARY DEVELOPMENT BUDGET:

Estimates only - Actual amounts may vary

	<u>Client</u>	
	Location	
PROJECT:	<u>Name of Project</u>	
	Location	
First Floor	1,636 GSF	
Second Floor	197 GSF	
Deck Area	944 GSF	
Total SF	2,777 Gross Square Feet	
Construction Cost:	(Bid if available)	\$807,000
<i>incl GC (8.75%) and OH&P (5.6%)</i>	\$137,937	
<i>incl 200 cy of ledge removal</i>	\$5,000	
Construction Contingency @ +/- 5%:		\$40,350
	Subtotal	\$847,350
Additional Costs:		\$16,000
Storage Shed:	\$15,000 allowance	
Conex storage:	\$1,000 allowance	
Alternates:	None Selected	
Alt 1: U/G power	\$2,122 ADD	
Alt 2: GWB	(\$2,795) DEDUCT	
Alt 3: PT Deck	(\$5,384) DEDUCT	
Alt 4: 200A Svc	\$2,971 ADD	
Estimated Development Expenses :		\$0
Fees:	Architectural Fees	\$ From start of project
	Mechanical/Electrical	\$
	Civil/Survey/Permitting	\$
	Structural	\$
DPS Permit:	8 x 807	\$
Act 250 Permit:	7.4 x 807 + 187.50	\$
Misc Permits	(ws/ww, town, stormwater)	\$ allowance
Reimbursable Expenses (estimated):		\$ allowance
Owners Insurance		\$ allowance
GeoTechnical Services:		\$
Special Inspections: required by state		\$ allowance
Testing Services: required by state		\$ allowance
TOTAL ESTIMATED PROJECT BUDGET:		\$863,350

Notes: Final extent of ledge removal is unknown. 200 cy are included in the base bid.
Ledge removal will be invoiced on extent of additional removal required based on unit costs.



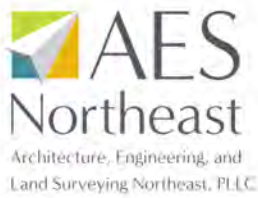
TOWN OF WAITSFIELD, VERMONT

Response to Request for Proposals

Waitsfield Town Garage

Conceptual Design and Cost Estimating Services

September 26, 2025



September 26, 2025

Mr. York Haverkamp, Town Administrator,
Town of Waitsfield
york.haverkamp@waitsfieldvt.gov

RE: Request for Proposal for Waitsfield Town Garage - Conceptual Design and Cost Estimating Services

Dear Mr. Haverkamp,

AES and our design team are pleased to present our proposal to the Town of Waitsfield for Architectural/Engineering services as defined in the recently issued RFP.

AES is very interested in supporting the Town's vision and we pride ourselves on providing cost-effective planning, design, and project management with our services. AES is a multi-discipline design firm offering professional services for every phase of municipal projects. Our in-house design team, Krebs and Lansing Engineers, and PCI have an experienced regional presence throughout northern Vermont and New York.

AES is currently working with the Town of North Hero to design a new Town Garage and Volunteer Fire Department Building. We recently completed our plans to reconstruct the Village of Johnson DPW's Maintenance Garage. The project is under construction and expected to be completed by the end of 2025.

Through our extensive experience with municipal projects in towns across Vermont and New York, we've developed expertise in delivering *simple, straightforward, energy efficient building designs* that effectively serve their desired function without adding unnecessary cost. Our 30 years of experience serving Northern Vermont is highlighted by a wide variety of renovation and new construction projects. We've had the privilege of completing numerous municipalities that are designed to withstand the harsh northern climate. Visit our website or we are happy to share more project information with you at any time.

We believe that the best way to ensure a successful project is through thoughtful collaboration between the owner, stakeholders, and project design team. Through effective communication, our goal is to be a dependable team leader and project coordinator. Our holistic approach with familiar design team members allows AES Northeast to be effective and efficient on design projects.

As a Partner with AES Northeast, I am authorized to bind the firm contractually and I will serve as the primary point of contact. If you have any questions about our proposal or approach, please don't hesitate to contact me at any time. We would greatly appreciate the chance to hear more about your project in person.

We look forward to your response to our team's proposal and to the possibility of working together.

Respectfully submitted,

Liza Kilcoyne, AIA
Partner/Director of Architecture
lizakilcoyne@aesnortheast.com

1	FIRM BACKGROUND AND QUALIFICATIONS
	<i>Firm Profile</i>
	<i>Firm Capabilities</i>
	<i>Project Team</i>
	<i>Resumes</i>
2	RELEVANT EXPERIENCE
3	PROPOSED PROJECT APPROACH AND METHODOLOGY
4	SAMPLE DELIVERABLES
5	FEE PROPOSAL / PROPOSED TIMELINE & AVAILABILITY



FIRM BACKGROUND AND QUALIFICATIONS

Firm Profile

Firm Capabilities

Project Team

Resumes

Architecture, Engineering, and Land Surveying Northeast, PLLC (AES Northeast) is a full-service design firm with 35 years' experience, offering professional services for every phase of a project, from planning through construction. AES Northeast is managed by four principals: Scott B. Allen, LS, Nathan C. Bull, PE, Kevin R. Farrington, PE, and Liza Kilcoyne, RA, AIA.

Services

AES Northeast provides comprehensive services, including:

- Architectural
- Civil Engineering
- Water Resources Engineering
- Building Systems Engineering
- Land Surveying
- Planning/Program Management
- Grant/Funding Assistance
- GIS Services
- Construction Management

Location

Our Vermont office is located at the Chace Mill, 1 Mill St, in Burlington VT and our New York office is located at 74 South Platt Street in Plattsburgh, NY.

A Cross Discipline Approach

Our firm utilizes cross-discipline experience to provide complete solutions for our clients. We take tremendous pride in delivering high quality projects and connecting our clients with the resources they need to plan for and build their future. Our expertise in all aspects of a project, from planning and funding to award, construction and close out, has made us a recognized leader across the North Country and Vermont.

Our Partners



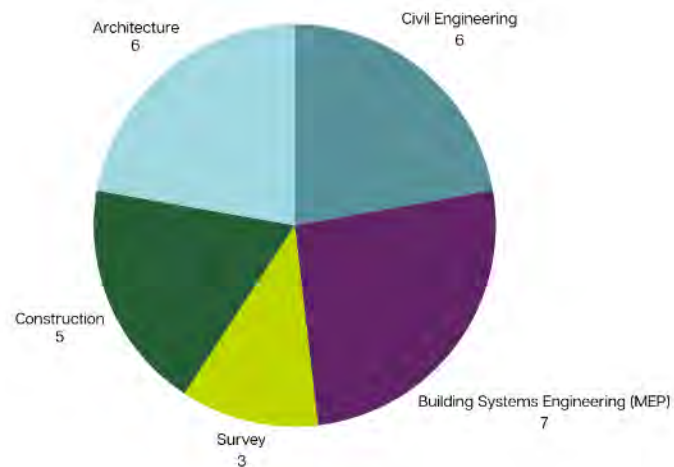
Our Team



We take great pride in professional development and retaining a highly qualified, diverse staff. The following represent some of the unique qualifications held by AES team members:

- Certified LEED AP
- Certified OSHA Safety Inspection
- Certified NICET Highway Construction Inspection Level I & Level II
- Certified American Portable Nuclear Gage
- Certified American Concrete Institute (ACI) Field Testing
- Certified NYSDEC Erosion and Sediment Control Inspection
- Certified ICC Spray-Applied Fireproofing Special Instructor
- Certified Troxler Nuclear Gauge Safety
- Certified Troxler HAZMAT

Staff by Division





Integrated, holistic solutions.

Our philosophy focuses on meaningful engagement with our clients built on a foundation of open communication. It has been our experience over the past 30 years that a successful project is based upon 80% planning and 20% execution. Our process starts with identification of our client's priorities & needs for the project. The information and insight gained during the initial conversations will be used to inform the rest of the process. Our proactive approach identifies issues early and provides solutions so that major issues are avoided as the project advances forward smoothly.

With a commitment to innovation and precision, we deliver tailored solutions that meet the unique needs of each project. From concept to completion, our team ensures quality, efficiency, and client satisfaction at every stage.

From the North Country region of New York to all edges of Vermont, AES serves the communities that we live in. We know the landscape, climate, and the people. Our clients benefit from the relationships we have with local leaders and providers, keeping projects on time and on budget.

Architecture

Our team's goal is to design buildings that provide healthy, comfortable, and inspirational environments for their occupants. AES Northeast strives to make each project environmentally responsible, user-oriented, with materials that are technologically developed for our northern climate. We offer design options to our clients that respect budget constraints and yet are mindful of their environmental impact and carbon footprint. Our architects have a wealth of experience with a vast range of projects, including municipal projects, healthcare projects, educational projects, residential projects, and more.



Architectural Services

- Architectural Design/ Construction Documentation
- Integrated Architectural & MEP Building Systems Design
- Feasibility Studies and Budget Projections
- Building Condition Surveys/ Facility Planning
- Structural Engineering Integration with Building Design
- Facilities Planning Experience
- Energy efficient, practical solutions
- Design Tools including 3D Modeling
- Project Presentation and 3D Rendering
- Fully Interactive Virtual Reality Tours



Firm Background, Qualifications, and Relevant Experience

Krebs and Lansing Consulting Engineers, Inc., was established in 1978 and is located on Route 2A in Colchester, Vermont. The firm is service oriented and dedicated to providing high quality professional engineering, surveying and project management services for its clients in a timely fashion. Our professional experience includes civil site engineering, renewable energy power installations, highway engineering, planning services, construction management, boundary surveys, topographic surveys, site and construction surveying. Specific fields of expertise include utility, commercial and residential site planning and administrative support for local, state, and federal permitting, including civil/site aspects of roads and municipal infrastructure, utility scale power installations, architectural support, stormwater, water supply, wastewater permitting, and municipal/state planning reviews.

Examples of Similar Municipal Garage or Public Works Projects

Krebs and Lansing have been fortunate to work on a variety of Municipal projects with many different municipalities. A brief list of those entities is provided below. We have provided an example concept plan which we developed for the Vershire Town Garage. Concept plans like this plan were used for the Town's planning and budgeting purposes before further project development and eventual project construction.

- Vershire Town Garage – Vershire, Vermont
- Georgia Town Garage – Georgia, Vermont
- Milton Town Garage – Milton, Vermont
- Colchester Town Offices – Colchester, Vermont
- Colchester Community Recreational Center – Colchester, Vermont
- Work at Airport and Bayside Parks – Colchester, Vermont
- School Administration Building – Milton, Vermont

Company Information



About Us:

PCI Consulting is one of Vermont's leading firms for providing estimates for construction projects. PCI has a long and proven track record of providing estimates for a variety of industries, including healthcare, municipalities, and property management companies, among others. Our team of experienced estimating professionals utilizes their industry knowledge and backgrounds to help ensure the most accurate estimate possible.

Legal Form of Ownership:

Subchapter S Corporation. There is no parent company, nor are there any subsidiaries. PCI Consulting, Inc. is fully registered and authorized to do business in the State of Vermont.

Years in Operation:

PCI Consulting Inc. was founded as an LLC in 2003. On the advice of tax & accounting professionals, PCI incorporated as an S Corp. on July 1 2005. Marty Spaulding and Natty Jamison took ownership of PCI from the former owner Tom Peterson in 2022

Claims Status:

There are no outstanding claims against PCI Consulting, or any of its individual employees.

PCI Estimating Experience

- Town of Rochester - HUB Building
- Town of Moncton Riverflow
- Town of Warren Garage
- East Montpelier Internal PMC Estimate
- Acorn Drive, Colchester Security Operations Center Estimate
- Town of Colchester Condition Assessment
- Burlington Boathouse
- Capstone ADU Project
- Little Rivers Healthcare Clinic Estimate
- The Nest CNA

Please find below an example cost estimate



Project Team

AES Northeast has assembled a team of highly dedicated individuals with years of experience working with clients in Vermont and New York. *Detailed resumes of the project team follow.*

Principal in Charge: **Liza Kilcoyne, RA, AIA, LEED AP**

Liza acts as the client's primary liaison by steering the team's efforts to meet the client's goals. Liza actively oversees all phases of project development, from preliminary needs assessments, building and site design coordination, multidisciplinary consultant coordination, construction documentation, and construction administration.



Project Architect and Project Manager: **Matt Reed, RA, Associate**

Matt will directly lead the entire Design Team, coordinate the design details, and keep the project on track. Matt's technical expertise in construction and interest in the technical aspects of building science, building codes, and energy efficient design is an invaluable resource.



Building Designer: **Pia Yarnell**

Pia will carry the project through all phases of design, from preliminary verification of existing conditions and schematic phase through design development to construction documents.



Consultants

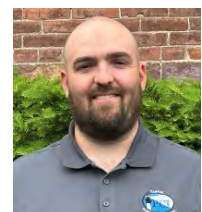
AES Northeast will perform most of the tasks for the project in-house, but we propose having the following specialized consultants as part of our team. We have worked with these consultants on many projects and respect their professional expertise in their respective fields.

Detailed resumes of our Consultants follow.



Civil Engineer: **Krebs & Lansing Consulting Engineers, Inc., Colchester, VT – Greg Dixon, PE**

Construction Cost Estimating: **PCI Capital Project Consultants, Burlington, VT – Tom Yandow, PE**





Education

Bachelor of Architecture
Boston Architectural Center

Registrations

Registered Architect since 1989
New York License No. 042173
Vermont License No.1741

Professional Associations

American Institute of Architects
Vermont Green Building Network
South Hero Development Review Board:
2017– present
Essex Junction Planning Commission:
2004-2013
Center for Technology Essex– Advisory
Board– 2012– 2020

Certifications

NCARB accredited, 2006-present
LEED Accredited Professional 2008
OSHA 10-Hour Construction

Liza Kilcoyne, AIA, LEED AP

Partner, Director of Architectural Division

Experience

Liza joined AES Northeast in 2019 with an extensive architectural design background as founding partner of Gardner Kilcoyne Architects in Williston, VT since 2002.

Liza leads a talented design team with a common goal creating high functioning, sustainable buildings by providing professional architectural design and construction planning services to clients for all phases of project development .

Liza's experience includes preliminary needs assessments, building and site design coordination, integration of sustainable materials and technologies to create energy efficient structures, multi-disciplinary consultant coordination, construction documentation, and construction admin services.

Current Projects include:

YMCA, Plattsburgh, NY

Renovation design and construction planning services for a new YMCA, AES teamed with Construction Manager Neagley & Chase and GRO. Currently fund-raising and planned to begin construction in 2025.

CSWD- New Material Recycling Facility, Williston, Vermont

AES is currently working on an 85,000 sf Materials Recycling Facility for the Chittenden Solid Waste District. The new facility will receive and process up to 70,000 annual tons of single stream recycling. The Pre-engineered Metal Building will house a 40,000sf processing floor, and office space to support 30 employees, a public education center, administrative functions. The project bid in March 2024.

Michelin Production Facility- Plattsburgh, New York

Currently in the Design Development phase, this project involves the renovation of an existing 60,000 sf warehouse to a state-of-the-art production facility for a newly designed prototype production line. The project is on a fast-track schedule. This facility will include a 25-ton crane, 3 production lines, shipping/receiving loading docks, offices, and worker support areas.

Olympic Regional Development Authority (ORDA)– Gore Mountain Lodge, North Creek, NY

AES is currently working on 2 projects for ORDA- the Gore Lodge at North Creek and a Bobsled Workshop Addition for the Olympic Team. AES is providing planning, design, construction documents, and CM services for the new construction of a two-story lodge. The Lodge houses large open seating areas, an outdoor deck, a fully equipped eatery, ski shop, and other skier support services.

Recent Projects:

REM Development- various projects in Chittenden County and Vermont

REM Development has built, leased, and managed over 2,000,000 square feet of energy efficient distribution centers, manufacturing sites, warehouses, and flex space in Northern Vermont. From 1998 to today, Liza Kilcoyne provided architectural support services including space programming, tenant test fits, building design studies, building code analysis, and construction documents for a multitude of diverse commercial and industrial tenants.

Champlain College- St. Paul Street Student Housing – Burlington, Vermont

Conceptual design through an extensive zoning/building permit process, and construction documents of a \$30 million, 104-unit student apartment building for Champlain College. Located in downtown Burlington, the multi-use building has retail space at the street level with terraced plazas and 2 parking garages. Construction complete in Summer, 2018.

Champlain College- Miller Center at Lakeside Avenue

Burlington, Vermont. Design-Build collaboration with REM Development to build a 4 story, 60,000sf administrative office building that houses professional offices, an IT Data Center, the Emergent Media program, and Continuing Education program classrooms.



Matthew Reed, RA

Associate / Project Architect

Experience

Before joining AES in 2021, Matt worked for an architectural firm in Colchester, VT where he gained 11 years experience in project management with a well-rounded experience in hospitality, housing, commercial, office, industrial, institutional, government, and municipal projects. Roles and responsibilities included:

- Project management
- Construction documents, specifications, life safety drawings.
- Field measuring, as-built drawings, exterior envelope detailing, shop drawing & submittal review.
- Planning and Programming.
- Construction Administration (Submittal review, Punch lists, Field Reports)
- Healthy and Sustainable Building Envelope Design

Relevant Works (Prior to joining AES Northeast)

Handy Cadillac, Buick, GMC – Renovation/Addition, St. Albans, VT

Project Manager for service garage expansion and showroom renovation. The Project added 8 service bays and renovated the showroom and exterior to meet brand standard requirements.

Chelsea Town Garage, Chelsea, VT

Design and draftsman for Chelsea Town Garage in 2015.

Charlebois Trucking Showroom and Maintenance Garage, Milton, VT

Draftsman for Charlebois Milton showroom and repair facility

Premier Coach, Milton, VT

Draftsman for Premier Coach's offices and bus storage facility

Other Works with AES Northeast

Whiteface Legacy Lodge, Wilmington, NY

Whiteface Mountain Mid-Station Legacy Lodge provides multi-level dining and restrooms through a variety of spaces offering stunning views of the Sentinel Range of the Adirondacks from 2100 feet.

Cottonwood Crossing, Omega Construction, Williston, VT

Project Architect for 21 Unit – “Building C1” market rate apartment building in Taft Corners. The building features 1 and 2 bedroom apartments, underground parking, and on-premise laundry facilities.

Quarry Hill Housing, Building A, South Burlington, VT

Provided permitting assistance and Construction Administration for this multi-family housing project.

Education

Master of Architecture

Norwich University, Northfield, VT

Bachelor of Science in
Architectural Studies

Norwich University, Northfield, VT

Personal Life:

A lifetime Vermont resident growing up in Essex Jct. before settling in South Hero, VT where he is a volunteer firefighter and EMT as the Assistant Chief of South Hero Volunteer Fire Department. Matt enjoys taking in each season from Kayaking on Lake Champlain in the summer, fall hikes and camping with his wife and dogs.

Vermont Architect Registration:
003.0105103

New York State Registration:
044424-01

Currently Under Construction:

- **North Creek Ski Bowl Lodge, North Creek, NY** – A new year-round base lodge slated to open in fall of 2025 will serve the “Little Gore” mountain. The lodge has multiple dining options, rentals, and a new summer attraction ride.
- **Newcomb Welcome and Historical Center** – This welcome center will welcome visitors to the “Heart of the Adirondacks” and act as a hub for town activities. Estimated completion January 2025
- **CSWD – Materials Recycling Facility** – This project will provide single-stream recycle sorting for 55 percent of Vermont's recycling waste stream, doubling capacity of the existing facility to 40-tons of recycling per hour. Estimated Completion Fall of 2025.



Pia Yarnell

Building Designer

Experience

In her current role, Pia provides architectural design support and project management with a focus on sustainability and integrated building and system design. Her experience covers a broad range of projects including commercial, recreational, industrial, and municipal & government sectors.

Prior to joining AES Northeast in the spring of 2021, Pia worked for an engineering firm in South Burlington, VT, providing detailed mechanical and plumbing system design services, system and energy modeling, and overseeing multidiscipline engineering and commissioning projects across various industries. Pia's background in engineering and commissioning facilitates effective communication and collaboration with clients, contractors, and engineers.

Project History

Village of Johnson Maintenance Garage, Johnson VT

Architectural design for the reconstruction of a 4,500 sf maintenance garage.

Essex Alliance Church, Essex Junction, VT

Architectural design (ongoing) for a 3,000 sf multipurpose café & lobby addition as well as renovation of existing 16,000 sf facility.

ORDA Bear Den Lodge Renovation, Wilmington, NY

Reprogramming and schematic design for a full renovation at the Bear Den Ski Lodge at Whiteface Mountain.

ORDA North Creek Ski Bowl Lodge at Gore Mountain, North Creek, NY

Architectural design support for a new year-round base lodge and architectural design of a new terminal building for an innovative zip coaster.

Town of Newcomb Welcome and Historical Center, Newcomb NY

Architectural design support for a new Adirondack visitor welcome center, local history gallery, and hub for town activities.

Vermont Racial Justice Alliance Community Center, Burlington VT

Programming and schematic design for renovation of an existing building into an accessible, energy efficient, multipurpose community center for the Vermont Racial Justice Alliance.

NH Department of Transportation, Lancaster, NH

Mechanical HVAC and plumbing systems design for a training room addition to an existing DOT facility.

U.S. Fish and Wildlife, National Conservation Training Center

Schematic mechanical HVAC and plumbing systems design for renovation to an existing training facility and a new outdoor classroom.

Education

Bachelor of Science in
Environmental & Civil Engineering
Clarkson University

Certifications

- NYS & VT EIT/EI
- Project Leadership, Cornell University eCornell

Technical Proficiencies

- Failure Mode Effects Analysis and Troubleshooting
- KT Problem Solving and Decision Making Process
- FARO 3D Scanning

Software Proficiencies

- Autodesk Revit
- AutoCAD
- Bluebeam
- Twinmotion
- Trane Trace 700
- Carrier's HAP



164 Main Street, Suite 201
Colchester, VT 05446

P (802) 878-0375

F (802) 878-9618

Greg.Dixon@KrebsandLansing.com

GREG T. DIXSON, P.E.

Principal

Mr. Dixon joined Krebs and Lansing in 2009 and became a partner in 2018. Mr. Dixon has worked on a variety of civil engineering designs, permitting, and construction services for many commercial, industrial, residential, and institutional civil site design projects. These projects include the design of roads, construction access roads, utility systems, storm control and treatment systems, onsite sanitary sewer systems, municipal sanitary sewer, on site water supply, municipal water supply systems, mass earthworks, grading, and erosion control measures.

Mr. Dixon is well established and provides professional knowledge in civil engineering. He has worked on many successful projects, starting from preliminary schematic design, through permitting, project bidding, construction administration, and final construction.

EDUCATION

Civil Engineering, University of Vermont

Burlington, Vermont

Bachelor of Science, 2009

PROFESSIONAL LICENSES

Registered Professional Engineer, State of Vermont #100256

Registered Professional Engineer, State of Massachusetts #55649

Registered Professional Engineer, State of New York #102936

State of Vermont ANR Licensed Designer

EMPLOYMENT HISTORY

Senior Engineer and Partner, 2018 – Present

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont

Professional Engineer, 2014 – 2018

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont

Junior Engineer, 2009 – 2014

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont



Natty Jamison Root

Managing Partner

Senior Project Manager

Professional Summary

Natty Jamison joined PCI in 2019 as a Project Coordinator, quickly advancing to Associate Project Manager, and then Project Manager in 2021. In 2022, he purchased PCI with Marty Spaulding, becoming a managing partner and senior project manager. In his current capacity, he oversees all of our healthcare projects, as well as working on many of our municipality, housing, and mobile home park projects. Natty is highly detail-oriented, ensuring the needs of all of our projects are met. Whether it is developing a project scope and budget, working to procure design and contractor teams, conducting site visits, or addressing schedule delays, Natty works hard to ensure the project remains on schedule and in budget. Natty is committed to making a positive working atmosphere for the entire team, making everyone feel valued and respected.

Project Experience

- Town of St. Albans New Town Hall
- Alburgh Family Clubhouse Early Childcare Center
- Milton Mobile Home Co-Op Water Infrastructure Upgrade Projects
- Winding Brook Condominiums Building Envelope Project
- Town of Colchester New Recreation Center
- UVM Medical Center Essex Adult Primary Care Facility
- UVM Medical Center Aquatic Rehab Therapy Center
- UVMMC IDX Phase II
- Northwestern Medical Center Space Shuffle Project
- City of Burlington Boathouse Feasibility Study
- Winooski Housing Authority Spring Garden Roof Replacement
- UVMMC Tilley Drive Projects
- Vermont House Improvement Projects
- Evernorth Yellowbarn Progress Inspection
- VHFA Progress Inspection Projects
 - Mountainvale
 - Bardwell & Lake
 - Granite City Apartments
 - Norton House
 - River Bend Apartments
 - and more!

Contact

✉ natty@pcivt.com

☎ 802-999-4764

Education

- Kenyon College, BA
- HUD-sponsored Davis-Bacon Training
- NOLS Leadership Course
- CSI CDT

Associations and Awards

- CSI VT Board Member



RELEVANT EXPERIENCE





Maintenance Garage – Johnson, VT

AES Northeast was engaged by the Village of Johnson to design and produce construction plans for a full their existing 4,500 sf. Maintenance and Operations Garage. The foundation will be reinforced to meet current building and energy code requirements, and a new pre-engineered metal building will be constructed on top of the newly reinforced foundation.



The new garage will consist of two garage bays, a vehicle wash area, one ladder accessed storage mezzanine, one stair accessed storage mezzanine with office, a bathroom, break room/ kitchenette, and various workshop and mechanical spaces. The new building is designed to meet CBES energy code compliance and will be solar ready. New HVAC and ventilation systems have been selected for vehicle defrosting as well as occupant health. This project is currently under construction with final completion expected by the end of December 2025.

New Volunteer Fire Department Building & New Town Garage - North Hero, VT



AES Northeast was selected by the Town of North Hero to design, create bid and construction plans for two new wood-framed structures to house the North Hero Volunteer Fire Department and the Town Garage. The work includes finalizing the conceptual design, reviewing the building design for code compliance, providing structural engineering, and prepare the coordinated drawing package for public bid by late 2025.



Department of Public Works Facility – Malone, NY



AES Northeast designed a new Department of Public Works facility for the Village of Malone. The project includes approximately 7,900 gross sq. ft., 1 story pre-manufactured metal building that includes 5 work bays, office, bathroom, mezzanine, sitework and utilities, fuel dispensing station,

stormwater management systems and controls, grading, and parking.

Fire Station Renovation – Keeseville, NY



The Ausable/Chesterfield/Keeseville Joint Fire District has a vast territory to cover and had outgrown their existing facility. The facility also needed substantial structural upgrades as well as other improvements to accommodate a more modern operation. AES Northeast provided full design services for renovating the existing station as well as a 3,200 square foot, 4-bay addition to the Apparatus Bay.

PROPOSED PROJECT APPROACH AND METHODOLOGY

Proposed Project Approach and Methodology

AES Northeast takes a hands-on approach to working with clients to ensure project success from initial conception to final close-out. We are committed to delivering a project on time and within budget through careful planning, communication, execution, monitoring, and accepting ultimate responsibility for the project outcome. Our in-house, multi-disciplinary architecture and engineering (A/E) team will provide the primary design and project management services

AES assigns Matthew Reed, Project Manager/Architect, to oversee this project from start to finish. Consistency is key— maintaining the same team throughout the project lifecycle ensures all decisions and requirements are reflected accurately. The Project Manager will act as the central hub between the Town stakeholders, the design team, and construction teams to facilitate communication and collaboration.

At each phase of the project, AES evaluates progress against the Owner's Project Goals to ensure the Town's goals are being achieved.

Conceptual Site Assessment and Permit Review- November/ December, 2025

AES Northeast and Krebs & Lansing will perform a preliminary assessment that will include:

- Kick off meeting to discuss Owner's Project Goals.
- AES will Develop a complete list of building program spaces and requirements and collect information on DPW vehicles and storage requirements for the garage.
- Krebs & Lansing will collect existing site information for Base Site Plan. K&L will use available online resources and information provided by the Town of Waitsfield to perform a desktop review of the project to identify potential site constraints. Review local zoning and correspond with the Town of Waitsfield Planning & Zoning Department for feedback, if necessary.
- Conduct a preliminary permit review and outline which land use related permits the project will need. Possible permits include Town Permitting, Potable Water and Wastewater System Design (WW permit), Operational State Stormwater Permit 9050, Construction State Stormwater Permit 9020, Act 250, and Water Supply Construction Permit.

Conceptual Building Design and Building Code Review - November/ December, 2025

AES Northeast and Krebs & Lansing will meet with the Town to develop a preliminary schematic design which will include the following tasks:

- Generate a preliminary building plan for the Town's Review. Provide at least 2 iterations of different site and building layouts to discuss with the Town. Recommend improvements to site circulation and options for the building layout.
- Preliminary layout of project utility connections and wastewater systems: water, electrical, gas and communications. We assume the public infrastructure is adequate to serve the project for all utilities.

Presentation Site and Building Plans- January, 2026

- Create presentation Site Plan and Building Plan and Elevations which will be used as the basis for preliminary cost estimates and for potential Town bond vote.
- Coordinate work shown on the plans with the project budget provided to the design team.

Proposed Project Approach and Methodology

Preliminary Construction Budget Estimate- *January/ February, 2026*

Led by PCI, the Design Team members will collaborate to develop a conceptual-level construction cost estimate for the overall project. As requested, the Budget will include cost ranges for optional features including:

- Radiant heated floors
- Foam insulation vs. alternative insulation types
- Septic system installation
- Wash Bay installation

Final Summary Report- *January/ February, 2026*

The Design Team will prepare a Summary report that includes:

- Conceptual Site Plan and Building Floor Plan illustrating the scope of work.
- Preliminary Construction Budget
- Outline of key design considerations to review
- Preliminary construction timeline including potential phasing options
- Prepare anticipated environmental and local zoning permit timeline to meet the project's desired schedule.

SAMPLE DELIVERABLES

Krebs & Lansing - Schematic Site Plan – Vershire Town Garage

AES Northeast - Floor Plan – Town of North Hero New Town Garage

PCI - Estimate of Probable Cost – Town of Warren PW Garage

815 Vershire Center Road
Vershire, Vermont

164 Main Street, Suite 201
Colchester, Vermont 05446

APPLICANT:

Town of Vershire
6894 VT Route 113
Vershire, Vermont 5079

PROPERTY INFORMATION:

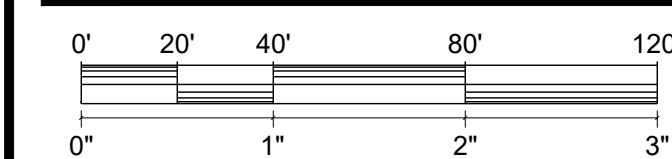
Address: 815 Vershire Center Road
Parcel ID: 06-28.00
SPAN: 669-212-10352
Acreage: 11.25 Acres (grand list)
Zoning: Residential 2
Owner: Town of Vershire

ENVIRONMENTAL:

Arrowwood Environmental
950 Bert White Road
Huntington, Vermont 05462

STAMP:

DRAFT



STANDARD GRAPHIC SCALE (1" = 40')
VALID WHEN PLOTTED ON 24" BY 36" MEDIA

[illegible]

DRAWING TITLE:

SCHEMATIC SITE PLAN

DATE ISSUED: 12/02/19

DRAWN BY: CT

DRAWN BY: G1

PROJECT NO.: 1

DRAWING NO.

CHECKED BY:

CHECKED BY:

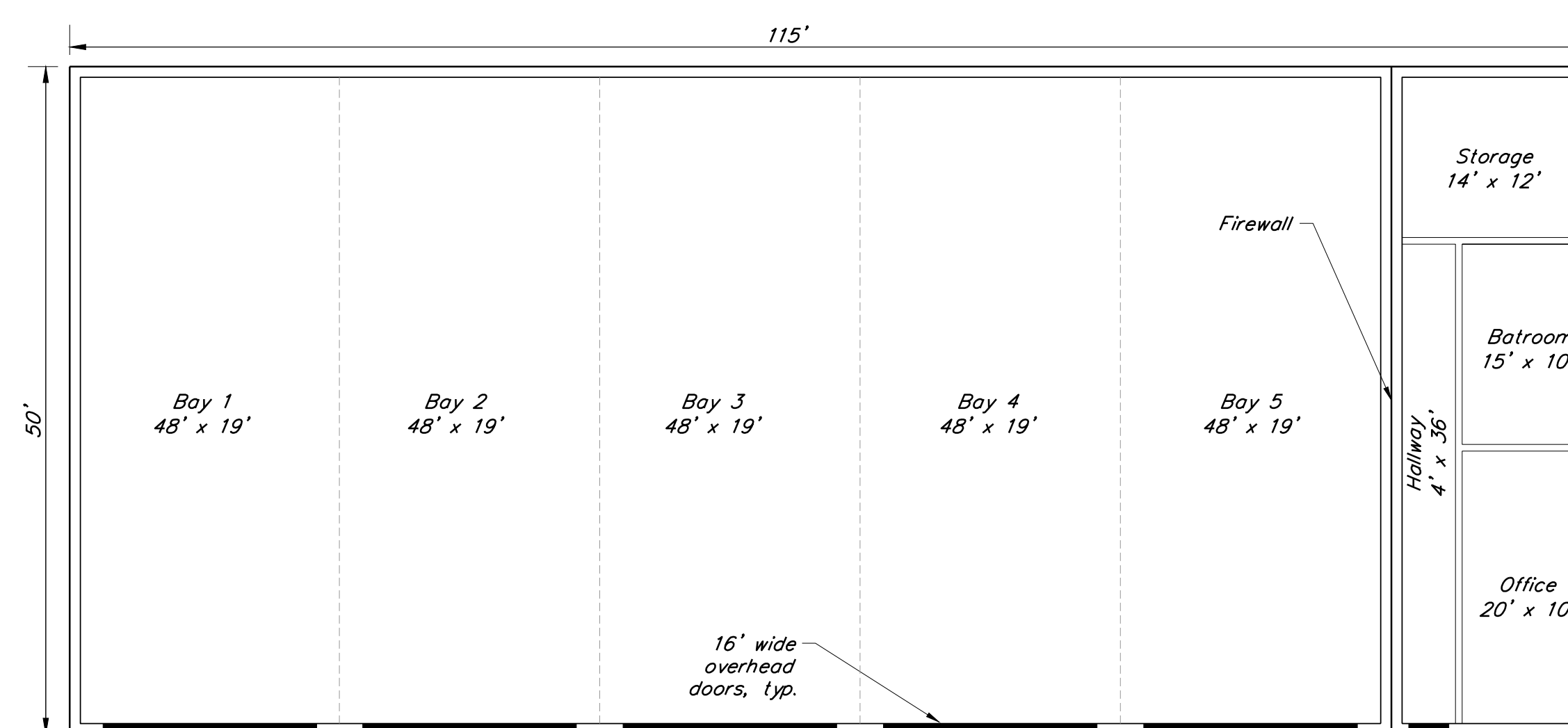
REV. NO.:

C-100

DWG. NAME: Yashbir-Tara-Correa-Rose.dwg



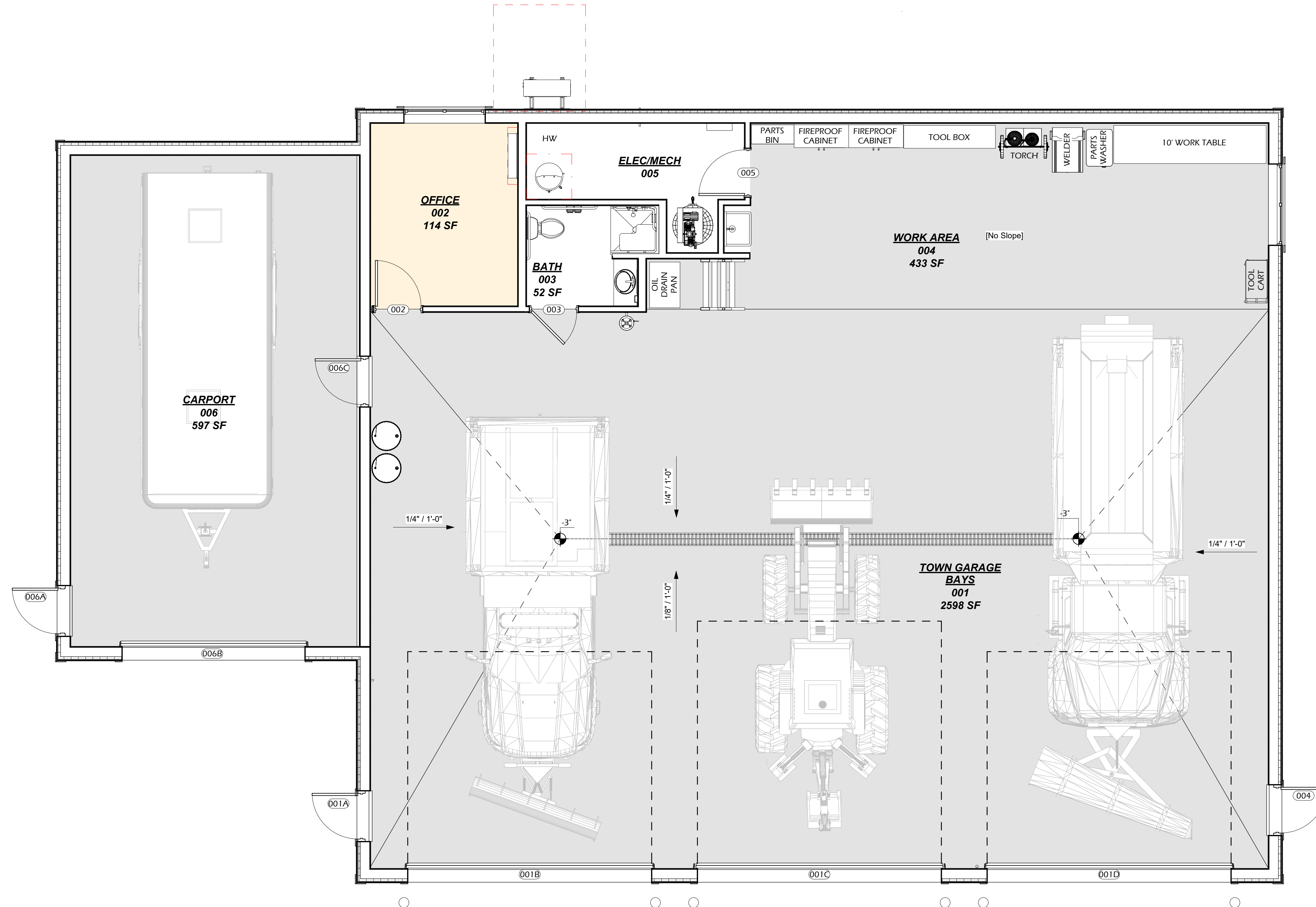
SITE PLAN



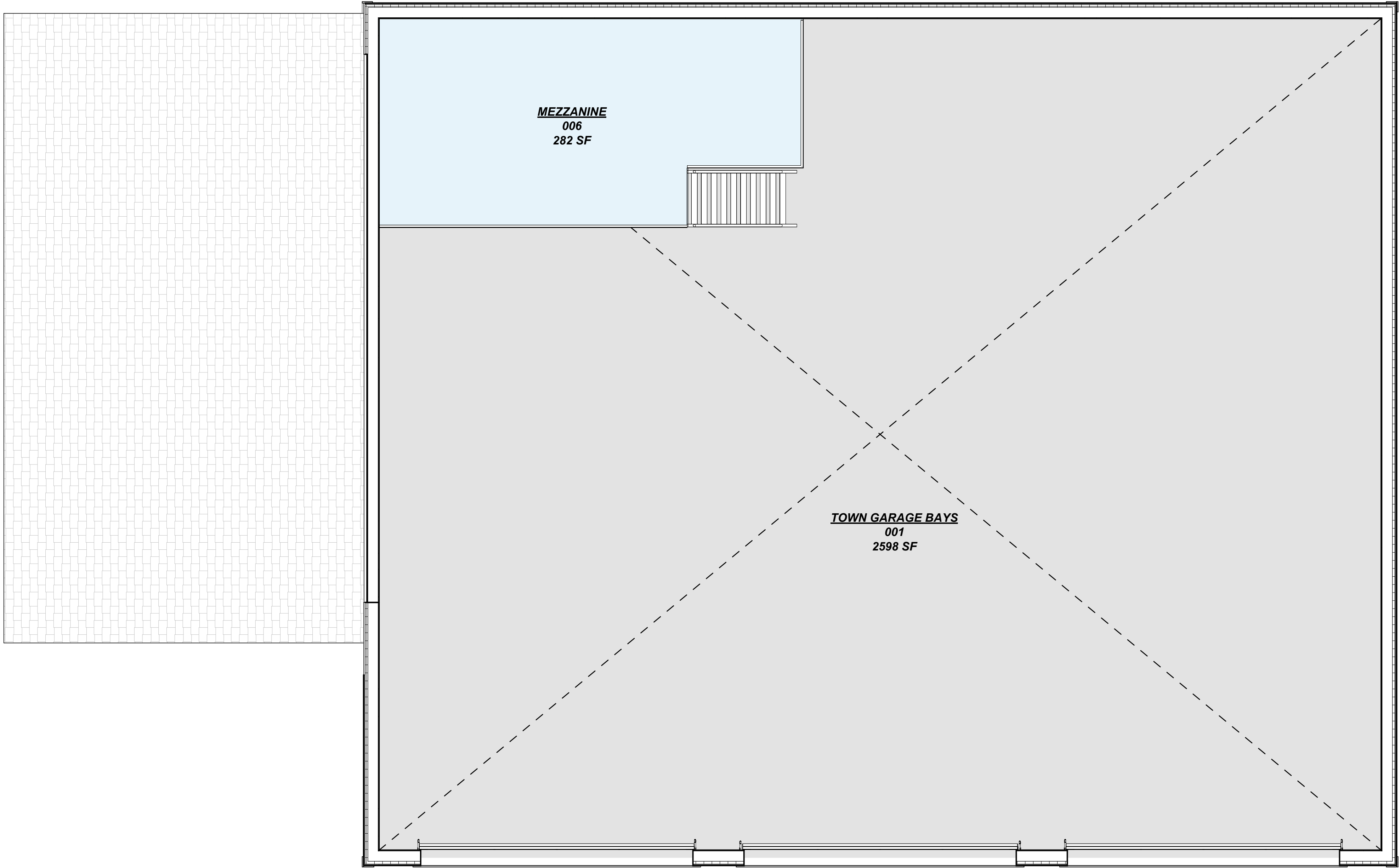
SCHEMATIC BUILDING LAYOUT
SCALE: 1" = 10'

D:\Documents\Central Backups\5452_ARCH_NHero Fire and Town Garage_R28_AlysaHoffman.rvt

8/21/2025 11:34:23 AM



TOWN GARAGE - LEVEL 1
NEW FIRE DEPT. AND TOWN GARAGE
TOWN OF NORTH HERO



TOWN GARAGE - MEZZANINE
NEW FIRE DEPT. AND TOWN GARAGE
TOWN OF NORTH HERO

Summary Estimate of Materials and Cost of Construction

Date: Revised - 2/7/2025

Project: Town of Warren PW Garage - Option B Plan (Revised)

Project Location: Town of Warren, VT

Total Square Foot of Building for Estimate = **12,236**

Division	Description of Division	Cost	\$ / SF	% COW
1	General Conditions	\$ 660,780.00	\$ 54.00	9.92%
2	Demolition	\$ -	\$ -	0.00%
3	Concrete	\$ 445,637	\$ 36.42	6.69%
4	Masonry	\$ -	\$ -	0.00%
5	Metals	\$ 711,421	\$ 58.14	10.68%
6	Woods & Plastics	\$ 393,467	\$ 32.16	5.90%
7	Thermal & Moisture	\$ 789,538	\$ 64.53	11.85%
8	Doors / Windows & Hardware	\$ 61,339	\$ 5.01	0.92%
9	Finishes	\$ 84,182	\$ 6.88	1.26%
10	Specialties	\$ 3,205	\$ 0.26	0.05%
11	Equipment	\$ -	\$ -	0.00%
12	Furnishings	\$ 10,607	\$ 0.87	0.16%
14	Elevator / Conveying Systems	\$ -	\$ -	0.00%
21	Sprinkler	\$ 125,680	\$ 10.27	1.89%
22	Plumbing	\$ 143,518	\$ 11.73	2.15%
23	Mechanical	\$ 367,420	\$ 30.03	5.51%
26	Electrical	\$ 406,028	\$ 33.18	6.09%
27	Communications	\$ 7,075	\$ 0.58	0.11%
28	Security & Fire Alarm	\$ 28,040	\$ 2.29	0.42%
31	Earthwork	\$ 1,239,620	\$ 101.31	18.60%
32	Exterior Improvements & Sitework	\$ 1,186,499	\$ 96.97	17.80%
Sub-Total =		\$ 6,664,057	\$545	100.00%
Description of Extra Fee's:		Percentage	Cost	
Architectural & Engineering Fees			\$ 435,000	
Owner carried Testing & Inspection Services			\$ 10,000	
Permit Fees		0.80%	\$ 53,312	
Performance & Payment Bonds		0.50%	\$ 33,320	
Contractor Contingency		3.0%	\$ 199,922	
Contractor Insurance Amount		1.5%	\$ 99,961	
Contractor Overhead & Profit Amount		3.0%	\$ 199,922	
Owner Carried Contingency Amount		5.0%	\$ 333,203	
Owner Carried Builder's Risk Policy Amount			\$ 30,000	
Estimating Contingency		5.0%	\$ 333,203	
Project Escalation		3.0%	\$ 199,922	
Utilities Fee Allowance			\$ 4,725	
Commissioning Allowance			\$ 40,000	
Total =			\$ 8,636,546	\$705.83

Owner Work of Extra Fee's:

Demolish the existing three (3) PW Garages after new one is constructed. Added money to remove contaminated soil from site to be properly disposed of (Assumed 500 CY under old PW Garage area)

\$600,000

Salt Shed - 40 feet wide x 84 feet deep
(If the Town of Warren applies for a Vtrans Salt Shed grant, the Town can apply up to \$500,000 as long as they put 20% down or pay the rest of the amount needed.)

\$800,000

Savings of \$500,000

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
Estimate of Materials and Cost of Construction															
Date: Revised - 2/7/2025 Project: Town of Warren PW Garage - Option B Plan (Revised) Project Location: Town of Warren, VT Office / Mechanical Room in Building Square Feet for Estimate = 1976 Mezzanine in Building Square Feet for Estimate = 1813 Total Square Foot of Apparatus Bay in Building for Estimate = 10260 Total Square Foot of Building for Estimate = 12236 Summary Amount Subtotal = \$6,664,057 Square Foot / Dollar = \$544.63															
ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
			DIV-01	GENERAL										\$ 660,780	\$54.00
1				Supervisor on Site with vehicle	36			WK	\$ 135.0	\$ 194,400.0			\$ 194,400		
2				Assistant Supervisor on Site with Vehicle	24			WK	\$ 105.0	\$ 100,800.0			\$ 100,800		
3				Project Manager with vehicle	20			WK	\$ 135.0	\$ 108,000.0			\$ 108,000		
4				Assistant Project Manager with vehicle	20			WK	\$ 82.0	\$ 65,600.0			\$ 65,600		
5				Office workers	16			WK	\$ 55.0	\$ 35,200.0			\$ 35,200		
6				3rd Party Testing Services				LS					\$ 4,500		
7				Inspection Services and Fees				LS					\$ 3,500		
8				Weekly Job Site Clean-up	24			WK	\$ 65.0	\$ 12,480.0			\$ 12,480		
9				Final Cleanup	1			LS	\$ 4,000.0				\$ 4,000		
10				Dumpster(s)	6			MO			\$ 2,000	\$ 12,000	\$ 12,000		
11				Mobilization Cost	1			LS	-	-	-	\$ 15,000	\$ 15,000		
12				Construction Fence around site - rental	34			WK			\$ 200	\$ 6,800	\$ 6,800		
13				Tool(s) rental	1			LS			\$ 6,000	\$ 6,000	\$ 6,000		
14				Temporary Power	5			MO			\$ 100	\$ 500	\$ 500		
15				Temporary Water	5			MO			\$ 100	\$ 500	\$ 500		
16				Temporary Enclosures				LS					\$ 15,000		
17				Project Overheads (Safety material(s), Site camera, Printing, General Office Supplies)	1			LS	-	-		\$ 12,000	\$ 12,000		
18				Temporary Controls	1			LS	-	-		\$ 3,600	\$ 3,600		
19				Construction Project Office Trailer - rental	30			WK	-	-	\$ 1,000	\$ -	\$ 30,000.0		
20				Construction Job Trailer - Conex rental box	24			WK	-	-	\$ 1,000	\$ -	\$ 24,000.0		
21				Temporary Heater Rental	4			MO			\$ 500	\$ 2,000	\$ 2,000		
22				Temporary Heating Fuel	4			MO			\$ 100	\$ 400	\$ 400		
23				Site maintenance - Snow removal	6			Storm			\$ 750	\$ 4,500	\$ 4,500		
			DIV-02	SELECTIVE REMOVALS AND DEMOLITION										\$ -	\$0.00
			DIV-03	CONCRETE										\$ 445,637	\$36.42
				Building											
				Concrete foundations											
24	S-1.0	S-1.0		Reinforced Footings - per structural drawings	35	10%	39	CY	\$ 200.0	\$ 7,800.0	\$ 800.0	\$ 31,200.0	\$ 39,000		
				Building Foundation walls											
25	S-2.3	S-2.3		Concrete foundation walls - per structural drawings	60	10%	66	CY	\$ 200.0	\$ 13,200.0	\$ 800.0	\$ 52,800.0	\$ 66,000		
				8" high curb in the Wash Bay for the bottom of the wash bay walls	2	10%	3	CY	\$ 200.0	\$ 600.0	\$ 800.0	\$ 2,400.0	\$ 3,000		
				Concrete slabs											
26	S-1.0	S-1.1		6" thick concrete slab in apparatus bay inside part of the Building	185	10%	204	CY	\$ 200.0	\$ 40,800.0	\$ 750.0	\$ 153,000.0	\$ 193,800		
				6" thick concrete slab for apparatus pad outside part of the Building (Only 5 feet out from Building)	15	10%	17	CY	\$ 200.0	\$ 3,400.0	\$ 750.0	\$ 12,750.0	\$ 16,150		
				4" thick concrete slab in Office area part of the Building	22	10%	25	CY	\$ 200.0	\$ 5,000.0	\$ 725.0	\$ 18,125.0	\$ 23,125		
				4" thick concrete slab for Mezzanine area part of the Building	18	10%	20	CY	\$ 200.0	\$ 4,000.0	\$ 725.0	\$ 14,500.0	\$ 18,500		
33				15 mil. Vapour Retarder	12,236	5%	12,848	SF	\$ 1.0	\$ 12,848.0	\$ 1.0	\$ 12,848.0	\$ 25,696		
34				1" Stone Dust layer	38	10%	42	CY	\$ 35.0	\$ 1,470.0	\$ 95.0	\$ 3,990.0	\$ 5,460		

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
#REF!				Geotextile Fabric	12,236	5%	12,848	SF	\$ 1.0	\$ 12,848.0	\$ 1.0	\$ 12,848.0	\$ 25,696		
				Misc.											
#REF!				(8' H) 6" dia. concrete filled steel pipe bollards	14	0%	14	EA	\$ 65.0	\$ 910.0	\$ 450.0	\$ 6,300.0	\$ 7,210		
36				Mobilize / Demobilize from site with concrete form panels				LS					\$ 22,000		
			DIV-04	MASONRY										\$ -	\$0.00
#REF!	A-1.3	A-7.0		8" CMU wall (Wall type 10)	-	0%	-	SF	\$ 5.7	\$ -	\$ 3.8	\$ -	\$ -		
#REF!				8" CMU wall (Wall type 11)	-	0%	-	SF	\$ 5.7	\$ -	\$ 3.8	\$ -	\$ -		
#REF!				4" CMU wall (Wall type 12)	-	0%	-	SF	\$ 4.8	\$ -	\$ 3.0	\$ -	\$ -		
			DIV-05	METALS										\$ 711,421	\$58.14
				Angles & Beams											
41	S-2.0	S-2.2		W Steel Beams & Columns & includes crane for lifting & setting -	32	10%	36	Tons	\$ -	\$ -	\$ 8,250.0	\$ 297,000.0	\$ 297,000		
42	S-2.0	S-2.2		Open Web joists & includes crane for lifting & setting -	37	10%	41	Tons	\$ -	\$ -	\$ 8,250.0	\$ 338,250.0	\$ 338,250		
				Metal decking for Mezzanine level	1,824	10%	2,007	SF	\$ 4.0	\$ 8,028.0	\$ 4.0	\$ 8,028.0	\$ 16,056		
43	S-2.0	S-2.2		Misc steel to be used around building	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 18,000		
				Stairs, Railings and Grating											
#REF!	A-1.0	A-6.0		(3-6' wide) L1-1/4x1-1/4x1/4" stair treads, complete with stringers	30	10%	33	EA	\$ 250.0	\$ 8,250.0	\$ 685.0	\$ 22,605.0	\$ 30,855		
#REF!	A-6.0			42" H Steel Guardrail at Mezzanine	76	10%	84	LF	\$ 25.0	\$ 2,100.0	\$ 75.0	\$ 6,300.0	\$ 8,400		
#REF!				42" H Steel Guardrail at Stairs	40	10%	44	LF	\$ 15.0	\$ 660.0	\$ 50.0	\$ 2,200.0	\$ 2,860		
			DIV-06	WOODS & PLASTICS										\$ 393,467	\$32.16
				Stud Walls											
#REF!	A-1.0 & A-1.3	A-7.0		Exterior Wall Type - PreFab Metal Panel Assembly	475			LF							
#REF!				4" thick insulated metal panel to provide R-25 wall with crane included in this estimate line	11,376	0%	11,376	SF	\$ 1.5	\$ 17,064.0	\$ 17.0	\$ 193,392.0	\$ 210,456		
#REF!				2x8 Metal Studs @ 16" O.C. (Average of 25' H) for metal panels to attach to	24	5%	26	MBF	\$ 1,125.0	\$ 29,250.0	\$ 1,463.0	\$ 38,038.0	\$ 67,288		
#REF!				Acoustical sealant	475	10%	523	LF	\$ 1.0	\$ 523.0	\$ 1.0	\$ 523.0	\$ 1,046		
				Exterior Wall Type for the Office Exterior walls - Inside of PreFab Metal Panel Assembly	70			LF							
				5/8" Gypsum exterior board with integrated water and air resistive barrier	840	5%	882	SF	\$ 1.5	\$ 1,323.0	\$ 4.0	\$ 3,528.0	\$ 4,851		
				(R-18) 7-1/2" Rockwool Insulation	840	10%	924	SF	\$ 1.5	\$ 1,386.0	\$ 5.0	\$ 4,620.0	\$ 6,006		
				Interior Variable vapor barrier	840	5%	882	SF	\$ 1.3	\$ 1,146.6	\$ 1.0	\$ 882.0	\$ 2,029		
				5/8" Gypsum board Type "C" Office side of wall (4'x8' EA)	840	5%	882	SF	\$ 1.5	\$ 1,323.0	\$ 2.0	\$ 1,764.0	\$ 3,087		
				Acoustical sealant	70	10%	77	LF	\$ 1.0	\$ 77.0	\$ 1.0	\$ 77.0	\$ 154		
62				Interior Wall between Office Area & Apparatus Bay	76			LF							
63				5/8" Gypsum board Type "C" Apparatus side of wall (4'x8' EA)	912	5%	958	SF	\$ 1.3	\$ 1,245.4	\$ 1.0	\$ 958.0	\$ 2,203		
64				5/8" Gypsum board Type "C" Office side of wall - 12' feet tall (4'x8' EA)	912	10%	1,004	SF	\$ 1.5	\$ 1,506.0	\$ 2.0	\$ 2,008.0	\$ 3,514		
65				2x6 Metal Studs @ 16" O.C. (12' H)	3	10%	4	MBF	\$ 1,125.0	\$ 4,500.0	\$ 1,463.0	\$ 5,852.0	\$ 10,352		
66				Interior Variable vapor barrier	912	5%	958	SF	\$ 1.3	\$ 1,245.4	\$ 1.0	\$ 958.0	\$ 2,203		
68				(R-13) 5-1/2" Rockwool Comfortbatt insulation	912	10%	1,004	SF	\$ 0.5	\$ 502.0	\$ 3.0	\$ 3,012.0	\$ 3,514		
72				Acoustical sealant	76	10%	84	LF	\$ 1.0	\$ 84.0	\$ 1.0	\$ 84.0	\$ 168		
73				Interior Stud Walls - Office Areas	270			LF							
#REF!	A-1.0 & A-1.3	A-7.0		(1) 5/8" Gypsum board on both side (4'x8' EA)	6,480	10%	7,128	SF	\$ 1.5	\$ 10,692.0	\$ 2.0	\$ 14,256.0	\$ 24,948		
#REF!				2x4 Metal Studs @ 16" O.C. (12' H)	5	10%	6	MBF	\$ 1,025.0	\$ 6,150.0	\$ 1,225.0	\$ 7,350.0	\$ 13,500		
#REF!				(R-11) 3-1/2" Sound attenuation blanket insulation	3,240	10%	3,564	SF	\$ 0.5	\$ 1,782.0	\$ 2.0	\$ 7,128.0	\$ 8,910		
#REF!				Acoustical sealant	540	10%	594	LF	\$ 1.0	\$ 594.0	\$ 1.0	\$ 594.0	\$ 1,188		
78				Trim around overhead doors	7	0%	7	EA	\$ 225.0	\$ 1,575.0	\$ 690.0	\$ 4,830.0	\$ 6,405		
79				Trim around doors	18	0%	18	EA	\$ 180.0	\$ 3,240.0	\$ 690.0	\$ 12,420.0	\$ 15,660		
80				Trim around windows	9	0%	9	EA	\$ 180.0	\$ 1,620.0	\$ 485.0	\$ 4,365.0	\$ 5,985		
			DIV-07	THERMAL AND MOISTURE PROTECTION										\$ 789,538	\$64.53

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
				Roof											
#REF!	A-1.2	A-1.2		TPO rubber type of Roof	12,236	0%	12,236	SF	\$ -	\$ -	\$ 20.0	\$ 244,720.0	\$ 244,720		
84				High Temperature synthetic Vapor Retarder Roof Underlayment	12,236	10%	13,460	SF	\$ 1.0	\$ 13,460.0	\$ 1.0	\$ 13,460.0	\$ 26,920		
				2 layers of Steico continuous roof insulation, total of R-45, staggered joints	24,472	10%	26,920	SF	\$ 1.0	\$ 26,920.0	\$ 10.0	\$ 269,200.0	\$ 296,120		
				1/2" HD, Polyiso coverboard	12,236	10%	13,460	SF	\$ 1.3	\$ 17,498.0	\$ 3.0	\$ 40,380.0	\$ 57,878		
				Metal roof decking	12,236	10%	13,460	SF	\$ 4.0	\$ 53,840.0	\$ 4.0	\$ 53,840.0	\$ 107,680		
				Foundation Insulation											
86				2" thick - 2 Layers to make R-20, vertical rigid insulation along foundation	4,800	10%	5,280	SF	\$ 1.0	\$ 5,280.0	\$ 2.0	\$ 10,560.0	\$ 15,840		
87				Insulation under concrete floor - for stapling Radiant Heating under apparatus bay floor (2" thick)	12,236	10%	13,460	SF	\$ 1.0	\$ 13,460.0	\$ 2.0	\$ 26,920.0	\$ 40,380		
			DIV-08	OPENINGS										\$ 61,339	\$5.01
				Doors											
#REF!	A-1.0	A-5.0		(3'x7') Galvanized Exterior Door w/ galvanized Frame	3	0%	3	EA	\$ 150.0	\$ 450.0	\$ 400.0	\$ 1,200.0	\$ 1,650		
90				(3'x7') Interior Door w/ steel Frame	15	0%	15	EA	\$ 150.0	\$ 2,250.0	\$ 400.0	\$ 6,000.0	\$ 8,250		
#REF!				(16'x16') Steel Overhead Door - Factory painted color to match exterior panel color, complete with floor seal	7	0%	7	EA	\$ 950.0	\$ 6,650.0	\$ 4,250.0	\$ 29,750.0	\$ 36,400		
				Hardwares											
#REF!		A-5.0		Door Hardware	18	0%	18	EA	\$ 76.0	\$ 1,368.0	\$ 191.0	\$ 3,438.0	\$ 4,806		
93				Window Hardware	9	0%	9	EA	\$ 76.0	\$ 684.0	\$ 191.0	\$ 1,719.0	\$ 2,403		
				Windows											
#REF!	A-1.0	A-5.0		(4'x3') Window	9	0%	9	EA	\$ 180.0	\$ 1,620.0	\$ 690.0	\$ 6,210.0	\$ 7,830		
95															
			DIV-09	FINISHES										\$ 84,182	\$6.88
				Ceiling Finishes											
#REF!	A-1.0	A-7.0		2'x4' ACT	1,200	10%	1,320	SF	\$ 3.0	\$ 3,960.0	\$ 7.0	\$ 9,240.0	\$ 13,200		
#REF!				Paint on underside of metal deck under mezzanine	624	10%	687	SF	\$ 3.0	\$ 2,061.0	\$ 3.0	\$ 2,061.0	\$ 4,122		
				Floor Finishes											
#REF!				Sealed concrete for whole building	14,049	10%	15,454	SF	\$ 1.0	\$ 15,454.0	\$ 1.0	\$ 15,454.0	\$ 30,908		
				Wall Finishes											
#REF!	A-1.0	A-7.0		Painted GWB - Level 400 Mud/Tape/Sand with 1 coat prime + 2 coats finished painted - Office areas	4,992	20%	5,991	SF	\$ 3.0	\$ 17,973.0	\$ 2.0	\$ 11,982.0	\$ 29,955		
				Base											
#REF!	A-1.0	A-7.0		Vinyl Base in Office Area	270	10%	297	LF	\$ 3.0	\$ 891.0	\$ 2.0	\$ 594.0	\$ 1,485		
				Paint on Misc Items											
#REF!				Paint on Railings	116	10%	128	LF	\$ 7.5	\$ 960.0	\$ 5.0	\$ 640.0	\$ 1,600		
				Door Paint											
#REF!	A-1.0	A-5.0		Paint on (3'x7') Doors (Interior & Exterior)	378	10%	416	SF	\$ 5.0	\$ 2,080.0	\$ 2.0	\$ 832.0	\$ 2,912		
			DIV-10	SPECIALTIES										\$ 3,205	\$0.26
#REF!				42" Straight peened grab bar-F	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 225.0	\$ 450.0	\$ 600		
#REF!				36" Straight peened grab bar-G	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 225.0	\$ 450.0	\$ 600		
#REF!				(24"x 36") Channel frame mirror-M	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 250.0	\$ 500.0	\$ 650		
#REF!				Surface mounted paper towel dispenser-U	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 190.0	\$ 380.0	\$ 530		

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
#REF!				Shower curtain rod w/ 42" Vinyl shower curtain w/ hooks-W	1	0%	1	EA	\$ 75.0	\$ 75.0	\$ 150.0	\$ 150.0	\$ 225		
#REF!				Soap dispenser-X	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 225.0	\$ 450.0	\$ 600		
			DIV-11	EQUIPMENTS										\$ -	\$0.00
			DIV-12	FURNISHINGS										\$ 10,607	\$0.87
#REF!	A-1.0			(2' Wide) Base Cabinets	5	5%	6	LF	\$ 33.0	\$ 198.0	\$ 552.0	\$ 3,312.0	\$ 3,510		
#REF!				(1' Wide) Top Cabinets	6	5%	7	LF	\$ 55.0	\$ 385.0	\$ 736.0	\$ 5,152.0	\$ 5,537		
#REF!				(2' Wide) Laminate Countertop	11	5%	12	LF	\$ 55.0	\$ 660.0	\$ 75.0	\$ 900.0	\$ 1,560		
			DIV-21	FIRE SUPPRESSION										\$ 125,680	\$10.27
119				Wet Sprinkler System	12,236	0%	12,236	SF			\$ 5.0		\$ 61,180		
120				Fire Sprinkler Pump & Controller	1	0%	1	EA	\$ 9,500.0	\$ 9,500.0	\$ 55,000.0	\$ 55,000.0	\$ 64,500		
			DIV-22	PLUMBING										\$ 143,518	\$11.73
				Plumbing Items											
#REF!				Lavatory-L1	2	0%	2	EA	\$ 545.0	\$ 1,090.0	\$ 742.0	\$ 1,484.0	\$ 2,574		
#REF!				Water closet-WC1	2	0%	2	EA	\$ 665.0	\$ 1,330.0	\$ 1,245.0	\$ 2,490.0	\$ 3,820		
#REF!				ADA Handicap Shower-SH1	1	0%	1	EA	\$ 742.0	\$ 742.0	\$ 3,300.0	\$ 3,300.0	\$ 4,042		
#REF!				Kitchen sink-S1	1	0%	1	EA	\$ 1,165.0	\$ 1,165.0	\$ 1,275.0	\$ 1,275.0	\$ 2,440		
126				Utility sink-S2 with eye wash in Service Room	1	0%	1	EA	\$ 1,165.0	\$ 1,165.0	\$ 1,275.0	\$ 1,275.0	\$ 2,440		
127	P1.1	P1.1		Mop basin-MB1	1	0%	1	EA	\$ 768.0	\$ 768.0	\$ 2,542.0	\$ 2,542.0	\$ 3,310		
128				Emergency Eyewash shower station	2	0%	2	EA	\$ 768.0	\$ 1,536.0	\$ 2,782.0	\$ 5,564.0	\$ 7,100		
129				Wall hydrant - Cold Water only	5	0%	5	EA	\$ 55.0	\$ 275.0	\$ 775.0	\$ 3,875.0	\$ 4,150		
130				Wall hydrant - Combination Hot & Cold Water	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 900.0	\$ 1,800.0	\$ 1,950		
131				Floor clean out - FCO1 (For apparatus bay drainage)	4	10%	5	EA	\$ 110.0	\$ 550.0	\$ 540.0	\$ 2,700.0	\$ 3,250		
#REF!				Floor clean out - FCO2 (For bathrooms of Building)	4	10%	5	EA	\$ 110.0	\$ 550.0	\$ 540.0	\$ 2,700.0	\$ 3,250		
134	E1.1	E1.1		Hybrid Electric Heat Pump water heater (66 gallons)	1	0%	1	EA	\$ 575.0	\$ 575.0	\$ 9,525.0	\$ 9,525.0	\$ 10,100		
				26											
				Plumbing Pipes											
#REF!				Supply Pipes:											
#REF!				3/4" Cold water pipe	285	10%	314	LF	\$ 10.0	\$ 3,140.0	\$ 9.0	\$ 2,826.0	\$ 5,966		
#REF!				1" Cold water pipe	155	10%	171	LF	\$ 10.5	\$ 1,795.5	\$ 10.5	\$ 1,795.5	\$ 3,591		
#REF!				3/4" Hot water pipe	285	10%	314	LF	\$ 10.0	\$ 3,140.0	\$ 9.0	\$ 2,826.0	\$ 5,966		
#REF!				3/4" Hot water recirc piping & pump with aquastat control	180	10%	198	LF	\$ 10.0	\$ 1,980.0	\$ 20.0	\$ 3,960.0	\$ 5,940		
				3/4" Air Compressor piping & drops	300	10%	330	LF	\$ 12.0	\$ 3,960.0	\$ 15.0	\$ 4,950.0	\$ 8,910		
				3/4" Air Compressor reels with 50 feet of piping	4	0%	4	EA	\$ 125.0	\$ 500.0	\$ 625.0	\$ 2,500.0	\$ 3,000		
#REF!				Sanitary Pipes											
#REF!				4" Sanitary Piping out from Washroom & Apparatus Bay to 5,000 gallon storage tank	70	10%	77	LF	\$ 40.0	\$ 3,080.0	\$ 17.6	\$ 1,355.2	\$ 4,435		
#REF!				2" Sanitary pipe	160	10%	176	LF	\$ 35.0	\$ 6,160.0	\$ 17.6	\$ 3,097.6	\$ 9,258		
#REF!				4" Sanitary pipe - out from office area plumbing fixtures	80	10%	88	LF	\$ 40.0	\$ 3,520.0	\$ 17.6	\$ 1,548.8	\$ 5,069		
#REF!				Vent Pipes											
#REF!				2" Vent pipe	160	10%	176	LF	\$ 25.0	\$ 4,400.0	\$ 17.6	\$ 3,097.6	\$ 7,498		
#REF!				4" Vent pipe	100	10%	110	LF	\$ 30.0	\$ 3,300.0	\$ 25.0	\$ 2,750.0	\$ 6,050		
#REF!				Misc. Items											
#REF!				Air Compressor - Owner to move from existing PW Garage to new PW Garage	-	0%	-	LS	\$ -		\$ -	\$ -	\$ -		
#REF!				1,000 Water Storage Tank to store water for when wash down occurs - Placed by the Wash Down Room	1	0%	1	LS	\$ 2,625.0		\$ 9,000.0	\$ 9,000.0	\$ 11,625		
#REF!				Continuous Trench drain - FD1 (Apparatus Bay)	70	5%	74	LF	\$ 15.0	\$ 1,110.0	\$ 175.0	\$ 12,950.0	\$ 14,060		
145				24" square metal drain in Wash Bay Room	1	0%	1	EA	\$ 450.0	\$ 450.0	\$ 3,275.0	\$ 3,275.0	\$ 3,725		
			DIV-23	MECHANICAL										\$ 367,420	\$30.03
				Pipes											

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
146				2" HWS & HWR piping	600	10%	660	LF	\$ 30.0	\$ 19,800.0	\$ 85.0	\$ 56,100.0	\$ 75,900		
147				1" HWS & HWR piping	200	10%	220	LF	\$ 20.0	\$ 4,400.0	\$ 55.0	\$ 12,100.0	\$ 16,500		
148	M1.2	M1.2		1/2" Compressed air piping & heads	150	10%	165	LF	\$ 4.0	\$ 660.0	\$ 10.0	\$ 1,650.0	\$ 2,310		
149				3/4" Compressed air piping	160	10%	176	LF	\$ 5.0	\$ 880.0	\$ 15.0	\$ 2,640.0	\$ 3,520		
				Mechanical Items											
#REF!	E1.1	Schedule		Apparatus Bay Combination Exhaust fan-EF1 & EF-2 (1 cfm / sq ft of Apparatus Bay Floor)	2	0%	2	EA	\$ 525.0	\$ 625.0	\$ 6,500.0	\$ 13,000.0	\$ 14,050		
#REF!	E1.1			ERV Unit in Office / Bathroom Area (100 cfm unit with ductwork)	1	0%	1	EA	\$ 650.0	\$ 650.0	\$ 3,575.0	\$ 3,575.0	\$ 4,225		
#REF!	M1.1	M1.1		Split system wall hung AC Units - 2 heads (Office & Conference RM) with one condensing unit	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 14,000		
#REF!	M1.3	M1.3		Two (2) Hot water Boilers - Weil McLain Propane fired	1	0%	1	EA	\$ 5,000.0	\$ 5,000.0	\$ 18,000.0	\$ 18,000.0	\$ 23,000		
#REF!	M1.3	M1.3		Hot Water Fed unit Heaters & cabinet unit heaters	10	0%	10	EA	\$ 450.0	\$ 4,500.0	\$ 1,525.0	\$ 15,250.0	\$ 19,750		
153	E1.3	E1.3		Exhaust Hood over cooktop & controls in Breakroom	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 15,000		
154	E1.3	E1.3		30 ton air to water heat pumps	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 75,500		
154	E1.3	E1.3		18 Gallon Glycol Make-Up unit	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 7,500		
#REF!	E1.1	E1.1		Radiant Heating pumps & Heat Exchanger	4	0%	4	EA	\$ 525.0	\$ 2,100.0	\$ 1,525.0	\$ 6,100.0	\$ 8,200		
156				Lincoln Prism wall mounted MERV 14 dual arm air wall pack filtering unit	1	0%	1	EA	\$ 325.0	\$ 325.0	\$ 11,500.0	\$ 11,500.0	\$ 11,825		
154				CO sensor	4	0%	4	EA	\$ 55.0	\$ 220.0	\$ 80.0	\$ 320.0	\$ 540		
#REF!				NO2 Sensor	4	0%	4	EA	\$ 55.0	\$ 220.0	\$ 95.0	\$ 380.0	\$ 600		
#REF!	M1.1	Schedule		Inlet Louver-LV1 & LV2 in Apparatus Bay for Apparatus Bay exhaust fans	10	0%	10	SF	\$ 175.0	\$ 1,750.0	\$ 550.0	\$ 5,500.0	\$ 7,250		
				Misc. Items											
#REF!	M3.2	M3.2		Radiant Heated Floor for Apparatus Bay	10,260	5%	10,773	SF		\$ -		\$ -	\$ 61,750		\$6/SF as given by TMI, with 2 manifolds
#REF!				Radiant Heated Floor in Office Area	820	0%	820	SF		\$ -		\$ -	\$ 6,000		
			DIV-26	ELECTRICAL											
				Lighting Fixtures										\$ 406,028	\$33.18
#REF!	E2.1			Hanging LED strip (12" wide x 4 feet long) light fixtures - Apparatus Bay & Mezzanine Area	50	0%	50	EA	\$ 125.0	\$ 6,250.0	\$ 388.0	\$ 19,400.0	\$ 25,650		
#REF!	E1.2			Surface LED light fixtures-Type C	8	0%	8	EA	\$ 135.0	\$ 1,080.0	\$ 175.0	\$ 1,400.0	\$ 2,480		
#REF!				Grid drop-in's 2x2 LED light fixtures	6	0%	6	EA	\$ 175.0	\$ 1,050.0	\$ 105.0	\$ 630.0	\$ 1,680		
#REF!	E2.1	Schedule		Surface mounted through Grid LED light fixtures - non ACT areas	4	0%	4	EA	\$ 175.0	\$ 700.0	\$ 320.0	\$ 1,280.0	\$ 1,980		
#REF!				Wet location light fixtures in restrooms	4	0%	4	EA	\$ 175.0	\$ 700.0	\$ 320.0	\$ 1,280.0	\$ 1,980		
#REF!	E2.1			Single side exit sign	9	0%	9	EA	\$ 125.0	\$ 1,125.0	\$ 105.0	\$ 945.0	\$ 2,070		
#REF!	E2.1			Emergency light fixtures	6	0%	6	EA	\$ 125.0	\$ 750.0	\$ 382.0	\$ 2,292.0	\$ 3,042		
				Site Lights											
#REF!				Site pole lights	6	0%	6	EA	\$ 150.0	\$ 900.0	\$ 2,306.0	\$ 13,836.0	\$ 14,736		
				Power Items											
#REF!	E1.1	E1.1		Single pole switch	12	0%	12	EA	\$ 85.0	\$ 1,020.0	\$ 55.0	\$ 660.0	\$ 1,680		
#REF!	E1.2	E1.2		2 Pole switch	4	0%	4	EA	\$ 85.0	\$ 340.0	\$ 65.0	\$ 260.0	\$ 600		
#REF!	E1.1	E1.1		Overhead door up, down, Stop control switch	7	0%	7	EA	\$ 95.0	\$ 665.0	\$ 175.0	\$ 1,225.0	\$ 1,890		
#REF!	E1.1	E4.1		Disconnect switch	16	0%	16	EA	\$ 95.0	\$ 1,520.0	\$ 135.0	\$ 2,160.0	\$ 3,680		
#REF!				Occupancy sensor	9	0%	9	EA	\$ 95.0	\$ 855.0	\$ 125.0	\$ 1,125.0	\$ 1,980		
#REF!	E1.1	E4.1		Duplex receptacle	24	0%	24	EA	\$ 95.0	\$ 2,280.0	\$ 55.0	\$ 1,320.0	\$ 3,600		
#REF!	E2.1			Duplex receptacle-GFCI	6	0%	6	EA	\$ 95.0	\$ 570.0	\$ 75.0	\$ 450.0	\$ 1,020		
173				Duplex receptacle-GFCI for apparatus bay	20	0%	20	EA	\$ 95.0	\$ 1,900.0	\$ 125.0	\$ 2,500.0	\$ 4,400		
174				Weatherproof duplex receptacle	9	0%	9	EA	\$ 95.0	\$ 855.0	\$ 250.0	\$ 2,250.0	\$ 3,105		
#REF!				Starter	15	0%	15	EA	\$ 125.0	\$ 1,875.0	\$ 505.0	\$ 7,575.0	\$ 9,450		
176				Ceiling hung ceiling fans - Apparatus Bay (Big Ass Fans)	2	0%	2	EA	\$ 300.0	\$ 600.0	\$ 8,000.0	\$ 16,000.0	\$ 16,600		
177	E1.1	E4.1		Junction boxes	60	0%	60	EA	\$ 95.0	\$ 5,700.0	\$ 135.0	\$ 8,100.0	\$ 13,800		
#REF!				Special purpose outlets	20	0%	20	EA	\$ 95.0	\$ 1,900.0	\$ 125.0	\$ 2,500.0	\$ 4,400		
#REF!				Overhead door safety sensor	7	0%	7	EA	\$ 95.0	\$ 665.0	\$ 525.0	\$ 3,675.0	\$ 4,340		
#REF!				Motor(s)	8	0%	8	EA	\$ 95.0	\$ 760.0	\$ 255.0	\$ 2,040.0	\$ 2,800		
				Wiring of well pump for domestic water electrical conduit in a trench	1	0%	1	EA	\$ 3,750.0	\$ 3,750.0	\$ 4,000.0	\$ 4,000.0	\$ 7,750		
	E1.1	E1.1		125KW Back-up pad mounted diesel tank under Generator for Building along with ATS electrical panel with 4" electrical conduit in a trench to Building. Generator set on its on concrete pad.	1	0%	1	EA	\$ 4,500.0	\$ 4,500.0	\$ 83,000.0	\$ 83,000.0	\$ 87,500		
181				Fire Sprinkler Pump - Pump & Control panel purchased through the Sprinkler Contractor - Hook up Only	1	0%	1	EA	\$ 1,250.0	\$ 1,250.0	\$ 8,500.0	\$ 8,500.0	\$ 9,750		

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
#REF!				Ground Rod	2	0%	2	EA	\$ 125.0	\$ 250.0	\$ 225.0	\$ 450.0	\$ 700		
				Panels											
#REF!	E-5.2	E5.2		(225 A) 208Y/120, 3 phase, 4-wire Panel	2	0%	2	EA	\$ 2,875.0	\$ 5,750.0	\$ 16,560.0	\$ 33,120.0	\$ 38,870		
				(125 A) 120, Panel GP-1	1	0%	1	EA	\$ 2,875.0	\$ 2,875.0	\$ 7,500.0	\$ 7,500.0	\$ 10,375		
#REF!				600 A MDP CT cabinet w/ electric meter	1	0%	1	EA	\$ 5,250.0	\$ 5,250.0	\$ 95,000.0	\$ 95,000.0	\$ 100,250		
				Breakers											
#REF!				(20 A) 1 Pole breaker	34	0%	34	EA	\$ 75.0	\$ 2,550.0	\$ 125.0	\$ 4,250.0	\$ 6,800		
#REF!				(30 A) 1 Pole breaker	6	0%	6	EA	\$ 75.0	\$ 450.0	\$ 150.0	\$ 900.0	\$ 1,350		
#REF!				(20 A) 1 Pole breaker-GFCI	28	0%	28	EA	\$ 75.0	\$ 2,100.0	\$ 135.0	\$ 3,780.0	\$ 5,880		
#REF!				(30 A) 1 Pole breaker-GFCI	2	0%	2	EA	\$ 75.0	\$ 150.0	\$ 145.0	\$ 290.0	\$ 440		
#REF!				(20 A) 2 pole breaker	6	0%	6	EA	\$ 85.0	\$ 510.0	\$ 325.0	\$ 1,950.0	\$ 2,460		
#REF!				(30 A) 2 Pole breaker	2	0%	2	EA	\$ 85.0	\$ 170.0	\$ 550.0	\$ 1,100.0	\$ 1,270		
#REF!				(50 A) 2 Pole breaker	6	0%	6	EA	\$ 95.0	\$ 570.0	\$ 850.0	\$ 5,100.0	\$ 5,670		
			DIV-27	COMMUNICATIONS										\$ 7,075	\$0.58
#REF!	E1.1	E4.1		Phone data outlet	6	0%	6	EA	\$ 75.0	\$ 450.0	\$ 125.0	\$ 750.0	\$ 1,200		
#REF!				HDMI A/V outlet	4	0%	4	EA	\$ 75.0	\$ 300.0	\$ 125.0	\$ 500.0	\$ 800		
#REF!				TV	1	0%	1	EA	\$ 125.0	\$ 125.0	\$ 1,200.0	\$ 1,200.0	\$ 1,325		
#REF!				Wi-Fi access point	6	0%	6	EA	\$ 75.0	\$ 450.0	\$ 550.0	\$ 3,300.0	\$ 3,750		
			DIV-28	SECURITY AND FIRE ALARM										\$ 28,040	\$2.29
#REF!	E1.1	E4.1		Ceiling speaker	4	0%	4	EA	\$ 75.0	\$ 300.0	\$ 125.0	\$ 500.0	\$ 800		
#REF!	E1.2			Wall speaker	6	0%	6	EA	\$ 55.0	\$ 330.0	\$ 125.0	\$ 750.0	\$ 1,080		
#REF!	E3.1			Fire alarms - horn & strobe devices	6	0%	6	EA	\$ 165.0	\$ 990.0	\$ 275.0	\$ 1,650.0	\$ 2,640		
#REF!	E3.1			Weatherproof white strobe mount device	4	0%	4	EA	\$ 110.0	\$ 440.0	\$ 150.0	\$ 600.0	\$ 1,040		
200				Heat detector device(s)	8	0%	8	EA	\$ 110.0	\$ 880.0	\$ 150.0	\$ 1,200.0	\$ 2,080		
				Pull Station(s)	4	0%	4	EA	\$ 110.0	\$ 440.0	\$ 150.0	\$ 600.0	\$ 1,040		
201	E3.1			Smoke detector device(s)	8	0%	8	EA	\$ 150.0	\$ 1,200.0	\$ 375.0	\$ 3,000.0	\$ 4,200		
#REF!				Knox box - mounted outside on exterior wall for FD	1	0%	1	EA	\$ 75.0	\$ 75.0	\$ 410.0	\$ 410.0	\$ 485		
#REF!	E3.1			Main Fire alarm control panel	1	0%	1	EA	\$ 1,725.0	\$ 1,725.0	\$ 12,500.0	\$ 12,500.0	\$ 14,225		
#REF!				Doorbell - Security	3	0%	3	EA	\$ 55.0	\$ 165.0	\$ 95.0	\$ 285.0	\$ 450		
			DIV-31	EARTHWORK										\$ 1,239,620	\$101.31
				Excavation for Building											
#REF!				Excavation for footings	442.6	10%	487	CY	\$ 45.0	\$ 21,915.0	\$ 45.0	\$ 21,915.0	\$ 43,830		
#REF!				Excavation for slab	906	10%	998	CY	\$ 30.0	\$ 29,940.0	\$ 65.0	\$ 64,870.0	\$ 94,810		
207				Crushed stone and compacted under footings	453	10%	499	CY	\$ 55.0	\$ 27,445.0	\$ 75.0	\$ 37,425.0	\$ 64,870		
208				Crushed stone and compacted under slab	906	10%	998	CY	\$ 35.0	\$ 34,930.0	\$ 60.0	\$ 59,880.0	\$ 94,810		
210				Extra fill needed for building and site - This amount will need to be trucked in	56	10%	62	CY	\$ 45.0	\$ 2,790.0	\$ 105.0	\$ 6,510.0	\$ 9,300		
				Excavation for Site											
211				Tree cutting for Site				LS			\$ -	\$ -	\$ 32,000		
				No Blasting of Ledge required for this Option B estimate	-	0%	-	CY	\$ -	\$ -	\$ -	\$ -	\$ -		
212				Grubbing for Site, that includes road (VHB gave us 15,000 CY of conceptual cut)	15,000	0%	15,000	CY	\$ 10.0	\$ 150,000.0	\$ 20.0	\$ 300,000.0	\$ 450,000		
				Moving grubbed fill, stockpiled on site for reuse at top os site for building (15,000 CY of conceptual fill reused)	15,000	0%	15,000	CY	\$ 10.0	\$ 150,000.0	\$ 20.0	\$ 300,000.0	\$ 450,000		
			DIV-32	EXTERIOR IMPROVEMENTS & SITE WORKS										\$ 1,186,499	\$96.97
#REF!				Plant & Landscaping minimal assumption for this estimate	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 35,000		
				Exterior Signage											
216	C-6.1	C-6.1		Temporary during Construction - Silt Fence	700	10%	770	LF	\$ 5.0	\$ 3,850.0	\$ 7.5	\$ 5,775.0	\$ 9,625		
217				Site Gate with security keypad	1	0%	1	LS	\$ 2,425.0	\$ 2,425.0	\$ 9,500.0	\$ 9,500.0	\$ 11,925		
218				New road gravel infill and compacted. Then waiting for paving subbase	375	10%	413	CY	\$ 55.0	\$ 22,715.0	\$ 75.0	\$ 30,975.0	\$ 53,690		
219				Stormwater Management (SWM potential area - 30' x 60' area with 4' of gravel) Need to verify where on site	300	10%	330	CY	\$ 175.0	\$ 57,750.0	\$ 750.0	\$ 247,500.0	\$ 305,250		
220				Septic for Building - Mount System as advised by VHB	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 75,000		
221				Paving the road - 2" thick rough subbase with a 1.5" finish paving topcoat	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 80,000		
222				New 2,000 Gallon Diesel Tank to be placed on top of the ground - manual pump on top of Tank	1	0%	1	EA	\$ -	\$ -	\$ -	\$ -			

ITEM #	REF. SHEET	DETAIL	CSI SECT	DESCRIPTION	QTY.	WASTAGE	QTY WITH WASTAGE	UNIT	UNIT LABOR COST	TOTAL LABOR COST	UNIT MATERIAL COST	TOTAL MATERIAL COST	ITEM COST	TRADE COST	TRADE COST / SQUARE FOOT
				Water											
224				2" Water pipe - from well into building with well pump	120	10%	132	LF	\$ 30.0	\$ 3,960.0	\$ 70.0	\$ 9,240.0	\$ 13,200		
#REF!	C-2.1	C-2.1		New well - drilled into assumed bedrock, down 500 feet, complete with well pump, wiring & accessories	1	0%	1	LS	\$ -	\$ -	\$ -	\$ -	\$ 75,000		
#REF!				6" Sprinkler pipe - connect from existing 10" main from existing water pond into the existing building	75	10%	83	LF	\$ 25.0	\$ 2,075.0	\$ 95.0	\$ 7,885.0	\$ 9,960		
				Sanitary - from bathrooms within building											
222	C-2.1	C-2.1		6" PVC SDR 26 Sanitary pipe - outside of building to mound system	150	10%	165	LF	\$ 18.0	\$ 2,970.0	\$ 75.0	\$ 12,375.0	\$ 15,345		
				Sanitary - from trench drain in Apparatus Bay											
#REF!	C-2.1	C-2.1		4" PVC Sched 40 Sanitary pipe	30	10%	33	LF	\$ 18.0	\$ 594.0	\$ 65.0	\$ 2,145.0	\$ 2,739		
#REF!	C-2.1	C-2.1		New Oil / Sand Interceptor 5000 Gallon Storage Tank - to be pumped when full	1	0%	1	LS	\$ 2,275.0	\$ 2,275.0	\$ 23,500.0	\$ 23,500.0	\$ 25,775		
				Stormwater - from drain catch basins to SWM protection area											
#REF!				14" HDPE Stormwater pipe	100	10%	110	LF	\$ 25.0	\$ 2,750.0	\$ 300.0	\$ 33,000.0	\$ 35,750		
#REF!				24" HDPE Stormwater pipe	450	10%	495	LF	\$ 60.0	\$ 29,700.0	\$ 525.0	\$ 259,875.0	\$ 289,575		
231				Catch basin structures	6	0%	6	EA	\$ 640.0	\$ 3,840.0	\$ 2,500.0	\$ 15,000.0	\$ 18,840		
				Electrical											
232				Electrical conduits (2-4") for power & (2-3") for data, nearest pole on RT 100 work to be by directional boring	1,000	10%	1,100	LF	\$ 30.0	\$ 33,000.0	\$ 55.0	\$ 60,500.0	\$ 93,500		
233				New transformer by GMP	1	0%	1	EA	\$ -	\$ -	\$ -	\$ -	\$ 25,000		
234				New vault for transformer	1	0%	1	EA	\$ 3,825.0	\$ 3,825.0	\$ 7,500.0	\$ 7,500.0	\$ 11,325		
SUB TOTAL :										Total Lab. Cost = \$ 1,672,015	Total Mat. Cost = \$ 4,305,062	\$ 6,664,057	\$ 6,664,057		
				CONTRACTOR INSURANCE					0%				\$ -	\$ -	
				CONTRACTOR OVERHEAD AND PROFIT					0%				\$ -	\$ -	
				OWNER CONTINGENCY AMOUNT					0%				\$ -	\$ -	
TOTAL BASE BID =													\$ 6,664,057	\$ 6,664,057	\$544.63

FEE PROPOSAL, PROJECT TIMELINE, & TEAM AVAILABILITY

Fee Proposal / Proposed Timeline & Availability

Proposed Schedule	Description	Architectural AES	Civil Krebs & Lansing	Cost Estimating PCI	Total Fee by Phase
<i>November/ December</i>	Conceptual Site Design/ Preliminary Permitting Review	500.	1900.		\$ 2,400.
<i>November/ December</i>	Conceptual Building Design/ Code Review	3,300.			\$ 3,300.
<i>January</i>	Presentation Site and Building Plans	1,400.			\$ 1,400.
<i>January/ February</i>	Preliminary Construction Budget Estimate	300.		7,200.	\$ 7,500.
<i>January/ February</i>	Final Summary Report	1,722.50	3,277.50		\$ 5,000.
	<i>Total Design Services</i>				\$19,600.

Allowance-

Geo-Tech (Test Pits), if needed at this stage, soil testing will run approximately - \$ 5,750.

Availability:

AES Northeast and our design team are available to kick off the project as soon as November 1st.

We estimate it will take a maximum of 4 months to complete the project.



Architecture, Engineering, and
Land Surveying Northeast, PLLC

Fee Schedule 2025*

Hourly Rates

Administrative Assistant I	\$67	Principal Architect	\$180
Administrative Assistant II	\$72	Principal Engineer	\$180
Architectural Technician I	\$101	Principal Land Surveyor	\$180
Architectural Technician II	\$110	Professional Engineer I	\$137
Bookkeeper	\$89	Professional Engineer II	\$158
Building Designer I	\$116	Professional Engineer III	\$174
Building Designer II	\$126	Project Administrator I	\$78
CADD Technician I	\$84	Project Administrator II	\$80
CADD Technician II	\$110	Project Administrator III	\$85
Construction Manager I	\$117	Project Manager I	\$116
Construction Manager II	\$128	Project Manager II	\$131
Controller	\$152	Project Manager III	\$152
Engineering Technician I	\$101	Registered Architect I	\$137
Engineering Technician II	\$121	Registered Architect II	\$158
Environmental Scientist	\$156	Registered Architect III	\$174
Engineer-In-Training (EIT) I	\$116	Resident Project Representative I	\$101
Engineer-In-Training (EIT) II	\$128	Resident Project Representative III	\$123
Funding Compliance Administrator	\$89	Resident Project Representative II	\$107
GIS Specialist	\$105	Senior Construction Manager	\$144
Grant Administrator	\$110	Surveying Technician I	\$101
Grant Manager	\$121	Surveying Technician II	\$110
Graphic Designer	\$110	Survey Instrument Person - PWR**	\$195
Information Technology Administrator	\$109	Survey Party Chief - PWR**	\$205
Land Surveyor	\$137		

Reimbursable Expenses

Copies – black & white single sided 8.5" x 11"	\$0.24	Scanning construction drawings 1 to 10 sheets	\$18.15
Copies – black & white double sided 8.5"x11"	\$0.31	Scanning construction drawings 11 to 20 sheets	\$9.08
Copies – black & white single sided 11"x17"	\$0.31	Scanning construction drawings over 20 sheets	\$2.42
Copies – color 8.5"x11"	\$2.42	Place construction drawings on Compact Disks (USB/CDs)	\$30.25
Copies – color 11"x17"	\$6.05	Printing Supplies/Binders (3 ring) etc. - cost plus	15%
Large document paper prints – black & white 12"x18"	\$2.42	Postage - cost plus	15%
Large document paper prints – black & white 24"x36"	\$3.63	Sub-consultants - cost plus	15%
Large document paper prints– black & white over 24"x36"	\$6.05	Travel expenses (tolls, parking etc.) - cost plus	15%
Large document paper prints – color 12"x18"	\$18.15	Lodging expenses - cost plus	15%
Large Document paper prints – color 24"x36"	\$24.20	Meal expenses - cost plus	15%
Large Document paper prints – color over 24"x36"	\$31.46	Mileage	Current IRS Rate
Large Document mylar (film) prints	\$42.35		

* All rates are subject to change after 12/31/2025

** NYS Dept. of Labor requires the payment of "Prevailing Wage Rates" (union scale) to Survey personnel on Public Works Projects

RATE SHEET
April 2024

Principal	\$175/hour
Senior Engineer/Senior Surveyor	\$150/hour
Engineer/Surveyor/Senior Licensed Designer	\$130/hour
Staff Engineer/Licensed Designer	\$110/hour
Senior Technician	\$ 95/hour
Technician	\$ 90/hour
Administrative Assistant	\$ 75/hour
Survey Crew	\$150/hour
GPS/Robot	\$110/hour
Expert Witness Testimony	\$300/hour

REIMBURSABLES

The following will be billed at cost +15% administrative expense:

- ◆ Consultants
- ◆ Research Fees
- ◆ Printing/Reprographic Costs
- ◆ Special Materials, Services & Equipment

Prints: Black & White (24" x 36")	\$1.00/copy
Prints: Color (24" x 36")	\$20.00/copy
Color Laser Photocopies (8½ x 11)	70¢/copy
Color Photocopies (11 X 17)	\$1.40/copy
Mileage	Current IRS Rate
Postage	Cost
Boundary Monuments	
Iron pipes with caps	\$20/each
Concrete monument with tablet	\$53/each
Brass tablet	\$15/each
Ground Water Monitor Wells	\$20/each



Waitsfield Town Garage **Conceptual Design & Cost Estimating Services** Town of Waitsfield

Submitted by Bread Loaf Corporation
September 26, 2025

Firm Background & Qualifications

Overview

Bread Loaf Corporation is a full-service Design/Build firm based in Middlebury, Vermont. Established in 1968 as Bread Loaf Construction, the company adopted its current name in 1998 to reflect its evolution from a general contractor into a fully integrated practice. Our in-house team of architects, planners, historians, engineers, project managers, cost estimators, tradespeople, and support staff work collaboratively to deliver exceptional results for our clients.

Qualifications

Bread Loaf has been successfully delivering municipal projects across the region for more than five decades, with recent work for the City of Essex Junction, VT, the Town of Newport, NH, and the Town of Enfield, NH. Our integrated design-build approach makes us particularly well-suited for municipal bond projects with fixed budgets. As a fully integrated company, we have a staff of qualified engineering professionals who provide mechanical, electrical and plumbing expertise throughout the planning phase, helping clients implement schedule and cost assurance measures.

We guide clients through complex planning considerations—including design alternatives, associated costs, and permitting requirements—while ensuring that the discussions and documents produced create a strong foundation for the design and construction phases. Our architects frequently engage with large groups to define project goals and help build community consensus ahead of bond votes. Working closely with the Town of Waitsfield, our team will collaborate throughout the design, budgeting and scheduling process to ensure taxpayers' funds are used wisely and that the project delivers maximum value for the Town.

The following pages highlight our experience working on some similar projects throughout the region.



Stowe Electric

Stowe Electric Department had long operated out of two separate properties on opposite sides of Stowe Village. Seeking to improve efficiency and better serve the community, the utility purchased a site along the Little River in the Moscow Village Historic District to consolidate operations.

Bread Loaf was engaged to plan, design, and construct a new campus, which includes both an administrative office and a 6-bay garage building. The garage serves as the backbone of Stowe Electric's maintenance operations, providing modern, consolidated space for fleet vehicles, equipment, and daily utility functions.

The design and permitting process involved extensive collaboration with neighbors and the Stowe Development Review Board, resulting in buildings that enhance both function and community character.



Landmark College Facilities Department

Bread Loaf has partnered with Landmark College in Putney, VT for more than 20 years, providing master planning, design, and construction services on over 30 campus projects.

A signature project was the creation of a new Facilities Building, designed and built to support the College's ongoing growth. To make way for a new athletic field, Bread Loaf relocated the existing Facilities Operations building and all associated utilities.

The result was a 10,600-square-foot, pre-engineered garage and support facility that now serves as the hub of campus operations. The building includes a groundskeeping maintenance shop, a carpentry shop, a loading dock and receiving area, ample storage, staff offices, a conference room, and space for future expansion. An additional 1,800-square-foot mezzanine provides flexible storage capacity.



City of Burlington Parks, Trees & Grounds Facility

Bread Loaf provided Design/Build services for the City of Burlington's Parks, Trees, and Grounds Facility in Leddy Park. With a tight budget and the need for modern offices and garage space, the City chose the Design/Build approach to maximize value. Bread Loaf was selected to help prioritize program needs, develop a detailed site and logistics plan, and design an affordable, functional facility.

Because the site contained contaminated soils, construction required a comprehensive remediation and logistics plan before work could begin.

Working closely with the Parks and Recreation Department, Bread Loaf delivered an efficient and cost-effective facility that provides safe, modern offices, maintenance, and storage space. The design incorporates high energy efficiency, abundant daylighting, and employee comfort while meeting all local design standards and code requirements.

Proposed Approach

1.1 Review & Update Program Information

- a. Kick-off meeting with Town of Waitsfield to review Program information for the Town Garage project located at 761 Tremblay Road in Waitsfield, VT.
- b. Summarize Program information by preparing a spreadsheet of all spaces to be included in the proposed renovation project. Note the square footage, operational requirements and anticipated uses for each space.

Deliverables: One (1) Meeting to review program requirements; Final Program Document.

1.2 Document and Review Existing Conditions

- a. Review available site and building information provided by Town for the new Town Garage property.
- b. Evaluate vehicular and pedestrian access, ADA access, site circulation and emergency egress.
- c. Upon consideration of readily observable existing conditions, Bread Loaf shall note any site, accessibility, structural, mechanical and electrical or fire protection issues which will define Conceptual Design parameters and constraints.

Deliverables: Site Plan drawings of existing site and building. One (1) meeting to review project design parameters and constraints.

1.3 Preliminary Code and Permitting Evaluation

- a. Prepare a preliminary code evaluation of project to identify potential code issues, including consultation with Civil Engineer to determine requirements for new septic system, which will define design parameters or constraints. Provide a summary of required permits and associated fees.

Deliverables: Preliminary Code Review and Permit Summary

1.4 Design Drawings and Renderings

- a. Explore alternative conceptual plans for new Town Garage building. Bread Loaf shall prepare up to three (3) conceptual design alternatives to illustrate potential configurations and layouts.
- b. Review conceptual design plan alternatives with Waitsfield Town representatives. Discuss the pros and cons of implementation of these concepts and arrive at a consensus on which concept to select for further development and documentation by Bread Loaf Corporation.

Deliverables: Up to two (2) meetings to review conceptual plans; Illustrated conceptual design drawings.

1.5 Prepare Total Project Budget & Construction Schedule

- a. Based on the selected design, prepare a Total Project Budget illustrating the order of magnitude costs for design, permitting, soft costs and construction. Line items for optional features will be included. Bread Loaf Corporation shall prepare the budget using 2026 dollars. A mutually agreed upon escalation rate shall be applied to the budget if desired to address long range planning concerns for future construction.
- b. Prepare a Project Schedule illustrating next steps for design, permitting and construction phases.
- c. Review Total Project Budget and Project Schedule with Waitsfield Town representatives.

Deliverables: Total Project Budget; Project Schedule; One (1) Meeting with Waitsfield Town representatives.

1.6 Prepare Final Presentation Materials & Participate in Public Meetings

- a. Bread Loaf shall prepare presentation materials, including 3-D Architectural renderings depicting perspective views of the building interior and exterior, as well as an immersive fly-through video rendering
- b. Bread Loaf shall present project design concepts to the public in an effort to help build support for the project at up to two (2) public meetings.

Deliverables: Presentation Materials; Participation in up to two (2) public meetings

To better understand existing conditions and why the current garage no longer meets the Town's needs, our team visited the Waitsfield Town Garage and documented both the building and site with photographs. While the facility will be replaced, this record provides important context for site planning and utility coordination, ensuring that, if Bread Loaf is selected, our recommendations are informed by a careful, on-site assessment.



7



Sample Deliverables

Examples of final deliverables—such as floor plans, elevations, 3D renderings, a total project budget, and a project schedule—can be found at this Dropbox link: [Sample Planning Study Deliverables](#).

An example of the immersive fly-through video rendering is available on the planning page of our website, or directly through this link: [Northern Stage Housing Fly-Through Video](#).

Fee Proposal

Bread Loaf proposes to perform the services described in the attached Scope of Services for a lump sum fee of Twelve Thousand dollars (\$12,000).

8

Timeline & Availability

Bread Loaf is prepared to begin work immediately, or whenever works best for the Town. If engaged in October, we anticipate delivering the final materials by January 2026.



THANK YOU

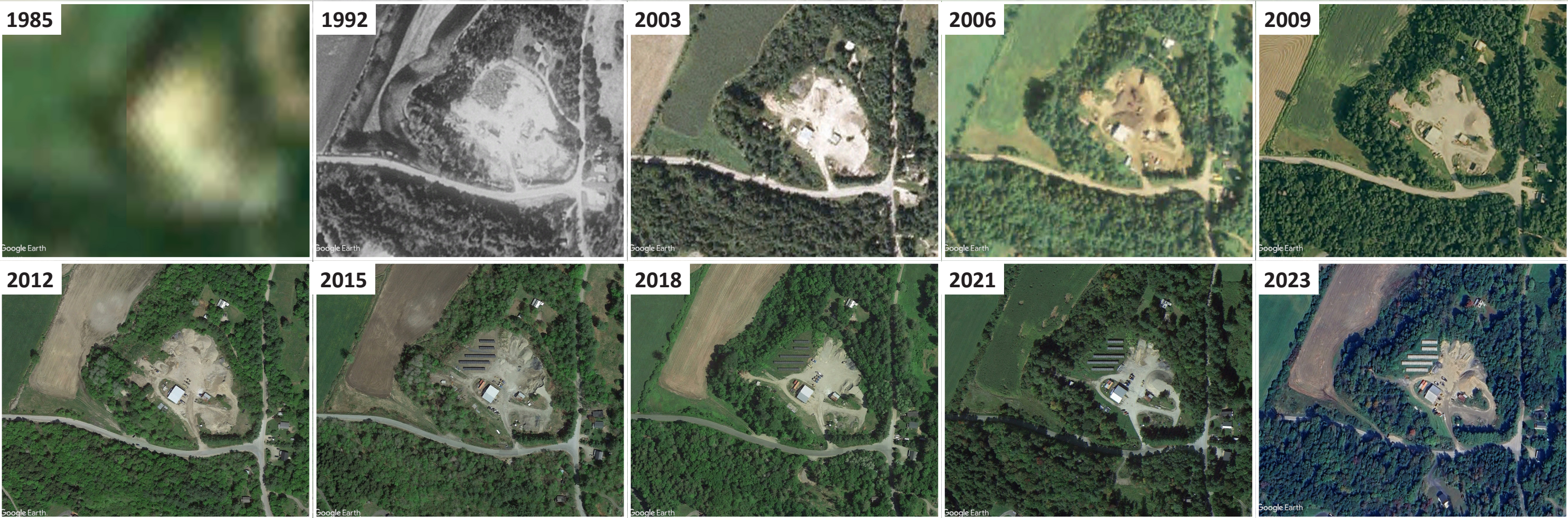
We appreciate your consideration of our proposal and look forward to having the opportunity to work with the Town of Waitsfield on this project.

Sincerely,
The Bread Loaf Team

Waitsfield Town Garage

Conceptual Design and Cost Estimating Services

September 26, 2025





September 26, 2025

Town of Waitsfield
Attn: York Haverkamp, Town Administrator
4144 Main Street
Waitsfield, Vermont 05673

Dear Mr. Haverkamp and Members of the Selection Committee,
We appreciate the Town of Waitsfield’s commitment to advancing a facility that supports the essential work of your Road Department. Black River Design is pleased to submit our proposal to provide conceptual design and cost estimating services for the new Town Garage.

Focused on Value

This proposal is centered on delivering a conceptual design that meets operational needs while remaining fiscally responsible. Our goal is to help the Town explore a facility that is appropriately scaled, thoughtfully planned, and aligned with long-term value.

To support this, we draw on lessons from comparable municipal garage efforts across Vermont:

- Newark’s Town Garage was the subject of a 2022 feasibility study, with a projected size of 11,100 SF and a cost of approximately \$3.7 million. While not yet built, the study provides a valuable benchmark for what a well-planned, right-sized facility could cost in a rural Vermont community.
- Williamstown’s proposed Town Garage is a 8,800 SF building and offers a full-service facility with durable construction and energy-efficient systems including a radiant slab floor. Currently in the construction documents phase, a design development estimate placed the project around \$4.3 million (including site costs).

These examples demonstrate that with the right team and a clear vision, Waitsfield can pursue a modern, resilient garage that supports your crew and earns long-term public support—without compromising on quality or affordability. We have included work product examples from these two projects in the sample deliverables section.

Commitment to Waitsfield’s Goals

We understand the importance of this investment for the Town of Waitsfield. Our approach is based on listening carefully to the unique challenges you face and designing a practical solution that reflect the Town’s budget, goals, and values.

You’ll receive a cost-effective conceptual design that:

- Supports the essential work of your road crew
- Aligns with community priorities
- Provides clarity for future planning and budgeting
- Lays the foundation for a facility that delivers long-term value

Extensive Experience with Municipal Garage Projects

Black River Design has a strong track record in the planning and design of public works and municipal garage facilities across Vermont. Our experience gives us a deep understanding of the specific requirements for these building types, including:

- Vehicle accommodation and circulation
- Durable construction and moisture control—especially in winter conditions
- Energy efficiency and long-term maintenance
- Site constraints and permitting challenges

Our conceptual design process will reflect these priorities while remaining flexible to the Town’s evolving needs.

A Trusted, Integrated Team

We have teamed with Engineering Ventures for site/civil services and Merkur Construction for cost estimating services. We have a strong working relationship with both of these firms and have completed several municipal and infrastructure projects with them. Our familiarity ensures seamless coordination and a streamlined process. Working with a cohesive team that already communicates well allows us to move faster and more efficiently, minimizing the chance of missteps and helping ensure your project stays on schedule and within budget.

Sincerely,

A blue ink signature of Keith Robinson, written in a cursive style.

Keith Robinson, Partner

SERVICES

Planning

- Feasibility Studies
- Master Planning
- Capital Planning

Architecture

- Facilities Analysis
- Conceptual Design
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration

Sustainability

- Design Consulting
- LEED Certification
- Living Building Challenge

Lighting Design

- Exterior and Interior

Interiors

- Interior Architecture and Design
- FF&E Selection

PARTNERS

- Jesse Remick, Architect
- Jim Drummond, AIA, NCARB
- Keith Robinson, Architect
- Mark Montminy, Architect
- Polly Wheeler, Architect

CONTACT INFORMATION

Keith Robinson, Partner-in-Charge
e: keithr@blackriverdesign.com

Black River Design, Architects
73 Main Street, Suite 9
Montpelier, VT 05602
p: (802) 223-2044
w: www.blackriverdesign.com



FIRM/INDIVIDUAL BACKGROUND, QUALIFICATIONS, AND RELEVANT EXPERIENCE

ABOUT BRD

Black River Design Is a professional limited liability company formed in 1978. Our firm includes five partners, five architects, four project managers, five associates, two interior designers, one business office manager, and one director of marketing. We work diligently to balance our workload and our flexible teaming strategy ensures that each project is staffed appropriately.

CREATING COMMUNITY

Buildings should bring a community together. On a small scale, we do this by designing spaces that encourage planned and unplanned collaboration. On a larger scale, we do this by building consensus around creative and cost effective solutions that serve for generations to come.

ENVIRONMENTAL RESPONSIBILITY

It is our responsibility to find the right balance between initial cost, operating cost, and long-term sustainability for our planet. We will maximize the energy efficiency opportunities within your budget.

COLLABORATIVE PROCESS

The end result is greater when everyone is working together towards a common goal. We work hard to maintain a positive attitude and working relationship between all parties.

UNIQUENESS OF EACH PROJECT

Each client and project is unique. We do not bring preconceived ideas of what is best for your site, building, or institution. Our process begins with understanding your values, your goals for the future, and what makes your project special.

RESPECTING BUDGETS

Budgets are real and are committed to making the most of design opportunities. Our goal is to spend money where it will have the greatest impact on both functionality and aesthetics.

INCLUSION

Everyone deserves to feel like they belong. As architects, we design spaces that are welcoming, inclusive, culturally aware, accessible, and safe. As employers, we recognize that a staff with diversity of thought and experience strengthens our ability to design spaces for a diversity of clients.



John Hemmelgarn presents a preliminary concept to BRD staff during a recent in-house pin-up.

TEAM OVERVIEW

Keith Robinson will serve as the partner-in-charge and primary point of contact, providing the strategic oversight and day-to-day operations to ensure that the project aligns with your vision, objectives, and budgetary considerations. He will be actively involved, working closely with your team to maintain open lines of communication and provide regular updates on the project's progress. He is the partner-in-charge on the Williamstown Town Garage and also brings to the team extensive experience working with other municipal clients to designing utilitarian and economical yet attractive buildings. In addition, your project will benefit from the in-house BRD "pin-up" process where the project team will present your project to our **wider staff**. Pin-ups are an invaluable way for us to work through design challenges and gather the input of staff who have different expertise and alternative perspectives.

Kevin Worden of Engineering Ventures will provide site/civil engineering planning and conceptual design. Specifically, he will identify the required permits, and assist with site circulation and conceptual site design, helping to ensure that the facility functions efficiently within its physical context.

Peter Smejkel of Merkur Construction has been BRD's primary cost estimator for almost 30 years. As a contractor, he understands construction trends and has a finger on the pulse of current costs.



Academic
- Vermont Technical
College Associate of
Architecture
1986

Registration
- Vermont License

Memberships
- Chair, NCARB Region 1

Employment History
- Black River Design,
Architects
Montpelier, Vermont
1988 - present
- Bruce Chapin, Builder
Jamaica, Vermont
1982 - 1988

PARTNER-IN-CHARGE: KEITH ROBINSON, ARCHITECT

Keith takes a hand-on approach to all of his projects. This allows him to be involved in every aspect, including technical detailing, specification writing, document review, consultant coordination and scheduling.

Areas of Expertise

- Building Detailing
- Contractor Relations
- Construction Phase Services
- Client Relations

Garage, Public Safety, and Industrial Experience

- Williamstown Town Garage
- Newark Town Highway and Fire Feasibility
- AOT District 6 Building (Berlin)
- Brookfield Town Garage Code Review
- Haddad Hyundai
- Williamstown VT Public Safety Building
- Marshfield Fire Station Addition
- St. Albans Subaru Service Center and Showroom
- Randolph Village Fire Station
- UVM Police Services Study
- Barre Public Safety Facility
- Casella Waste Systems - Belden Road
- Casella All Cycle Transfer Station



KEVIN P. WORDEN, P.E., LEED AP President

Kevin Worden, President, is a graduate of Worcester Polytechnic Institute, with Bachelor of Science degrees in both Civil Engineering and Humanities. He was named the 2001 Vermont Young Engineer of the Year. Kevin is a LEED and Sustainability Specialist at Engineering Ventures, contributing more than 30 years of experience in permitting, civil and structural engineering design. He takes a holistic and innovative approach to projects, grounded in the fundamentals of engineering. Fostering long lasting connections through project collaboration is important to Kevin.

Some of Kevin’s recent projects with innovative stormwater systems include Burlington Co-housing (Centennial Brook Watershed), the Champlain College Stormwater Master Plan and the Dartmouth College Class of 1978 Life Science Center which will store and reuse roof water.

Relevant Project Experience

- Colchester Highway Garage, Colchester, VT
- East Montpelier DPW Garage, East Montpelier, VT
- Ferrisburgh Agency of Transportation Garage, Ferrisburgh, VT
- Greensboro Garage, Greensboro, VT
- Hardwick Town Essential Services and DPW Garage, Hardwick VT
- Monroe Emergency Services and Highway Garage, Monroe, NH
- Winhall Town Garage & Transfer Station, Winhall, VT
- Woolson Block, Springfield, VT
- Dorset Town Offices, Dorset, VT
- Monkton Town Hall, Monkton, VT
- Shelburne Town Center and Pierson Library, Shelburne, VT



Merkur Construction

Telephone 802.238.7500

Merkur Construction, LLC provides independent construction estimating services and construction costs and methods assessment. All estimates are completed by Peter Smejkal - the owner of Merkur Construction. Peter has over 36 years of construction experience as a project manager, estimator and general contractor. He has developed many estimates for architects, engineers, owners, owner’s representatives and in legal cases for a wide variety of project types across the State of VT and other states. Estimated projects have ranged from small restorations to multi-million dollar buildings and site work of various types.

Peter’s educational background is in civil engineering, construction engineering, project management and economics of construction industry. His estimates provide a detailed breakdown of every stage – from schematic plans through final construction documents. Extensive experience and judgment allow him to identify areas of technical concern as well as areas of potential savings. Due to Peter’s knowledge of current market pricing in the construction industry, his estimates have shown consistency with the outcome of the projects in the bidding environment and actual job costs.

Historically Peter’s estimates showed consistence with the actual outcome of the project at the bidding environment and the actual job cost due to his knowledge of current market pricing of construction industry and being a construction manager and contractor at the same time. The estimates provided have very detailed breakdown in every stage – from schematic plans through final construction documents.

Peter Smejkal, Owner

Owner 1989-Present	<i>Merkur Construction, LLC</i> South Burlington, VT Established in 1989 as sole proprietorship for consulting services and small projects; LLC in 2003 2-3 million/yr general contracting/construction management work volume, construction consulting and estimating	
Project Manager/Estimator/Vice President 1993-2003	<i>J.A.Morrissey, Inc.</i> South Burlington, VT Responsible for project management activities including estimation bids and professional services, scheduling, and subcontract relations.	
Project Manager/Estimator 1990-1993	<i>Wright & Morrissey, Inc</i> South Burlington, VT Responsible for project management activities including estimation, scheduling, subcontract relations, architect and owner relations and overall contract compliance.	
Project Manager/Estimator 1989-1990	<i>CS Architecture & Construction</i> Burlington, VT Computer estimating, capable to create databases, Timberline estimating software, design build process in all stages, scheduling and planning, Harvard Project Manager.	
Construction Estimator 1988	<i>APC Construction</i> Williston, VT	
Construction Estimator 1987	<i>RJR Company</i> South Burlington, VT	
Education	M.S. Degree, Construction Engineering	Czech Republic Technical University CVUT, Faculty of Building Industries
	Associates Degree, Civil Engineering	Czech Republic Industrial School of Building Industries
Awards	The American Institute of Architects Several Honor Awards for Execution of Award Winning Projects	

LIST OF SIMILAR MUNICIPAL GARAGE AND PUBLIC WORKS PROJECTS

Williamstown Town Garage New Construction Williamstown, VT	current	Woodbury Fire Station Feasibility Study Woodbury, VT	2014	Montpelier Police Department New Construction Montpelier, VT	2000	Newport Police Department Office Renovation Newport, VT	1993
Enfield Public Safety New Construction Enfield, NH	2025	Waterbury Municipal Complex Feasibility Study Waterbury, VT	2013	Montpelier Fire Station Addition and Renovation Montpelier, VT	1998	Montpelier Public Safety Building Feasibility Study Montpelier, VT	1992
Newark Town Highway and Fire Feasibility Study Newark, VT	2022	Combined Town Garage Feasibility Study Town of Lyndon & Village of Lyndonville, VT	2013	Bennington Fire Station New Construction Bennington, VT	1997	Northfield Fire Station New Construction Northfield, VT	1989
Berlin Public Safety Feasibility Study Berlin, VT	2019	Brattleboro Police and Fire Station Feasibility Study Brattleboro, VT	2012	HIGHLIGHTED PROJECTS 			
Randolph Village Fire Station Design/Build Randolph, Vermont	2018	Jay Peak Fire Station DD and Construction Documents Jay, VT	2009				
Richmond Emergency Services Facilities Study Richmond, Vermont	2018	South Burlington Fire Station Review of Plans South Burlington, VT	2009				
Newport Airport Snow Removal Equipment Garage New Construction Newport, VT	2018	St. Johnsbury Fire Station Feasibility Study St. Johnsbury, VT	2008				
Starksboro Town Garage New Construction Starksboro, VT	2016	Norwich Fire Station Feasibility Study Norwich, VT	2008				
Williamstown Public Safety Building New Construction Williamstown, VT	2014	Waterbury Fire Station and Police Garage Feasibility Study Waterbury, VT	2008	STARKSBORO TOWN GARAGE (Starksboro, VT) Black River Design provided site evaluation, engineering, planning and design of this 7,850 SF town garage, salt and sand storage buildings, and recycling drop off center for the Town of Starksboro. The challenging site was a former sand pit with native and fill substrate as well as a high water table.			
Rutland Town Fire Department Center Rutland New Construction Rutland, VT	2014	Barre Public Safety Facility New Construction Barre, VT	2005				

RELEVANCE TO YOUR PROJECT:

- Municipal Client
- Conceptual Site Planning
- Equipment Maintenance Bays
- Administrative Spaces
- New Construction
- Utilitarian Design
- Radiant Floor



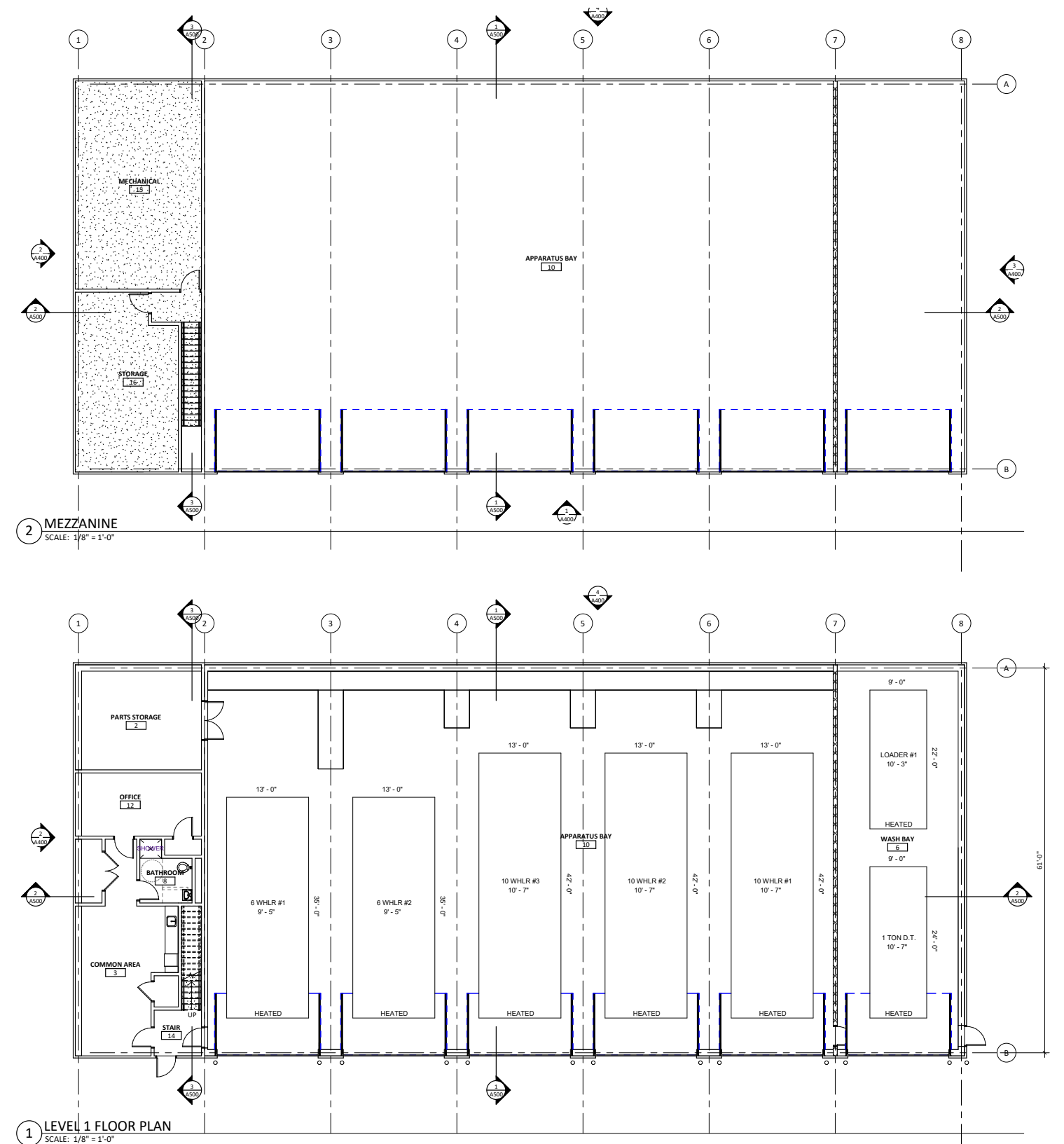
WILLIAMSTOWN TOWN GARAGE (Williamstown, VT)

Williamstown's existing highway department facilities are no longer adequate to house their existing equipment and the building is reaching the end of its useful life. Black River Design, along with a team of engineers provided site planning, design development, and cost estimating services for a proposed replacement facility that will allow space to house the fleet of vehicles, provide a wash bay to extend the useful life of their equipment, and includes adjoining office and break area space. The proposed 8,800 SF building would be located on the same site as the current garage, adjacent to the existing garage to ensure they have continuous facilities.

Many important considerations went in to the building planning and site configuration. Taking a census of their current and planned equipment, desired clearances, discussing maintenance practices, office and storage needs, frequency of vehicle washing, and durability features all contributed to the final floor plan configuration. Access to utilities, turning radii, sand pile location and access, ability to utilize their existing facility until the new building is completed, and proximity to a nearby stream were all important considerations that factored in to the chosen site configuration.

RELEVANCE TO YOUR PROJECT:

- Municipal Client
- Conceptual Site Planning
- Equipment Maintenance and Wash Bay
- Administrative Spaces and Break Room
- Storage
- New Construction
- Utilitarian Design
- Efficient Enclosure and MEP Systems
- Robust Ventilation
- Radiant Floor
- Daylighting



“We’re proud of the steps we’ve taken to create a sustainable community resource,” said Jim Moulton, ACTR executive director. “The way ACTR delivers those services is according to the best sustainability practices and standards possible.”



ADDISON COUNTY COMMUNITY TRANSPORTATION CENTER
Tri-Valley Transit (Middlebury, VT)

Black River Design designed the new bus maintenance facility and administrative headquarters for Addison County Transit Resources (ACTR) in Middlebury, Vermont. The project consists of a new two story, 5400 square foot, office building with an attached, 6880 square foot, maintenance and bus wash facility. The site is in a high visibility location near a residential neighborhood making the aesthetic appearance important. The design minimizes the building’s bulk compared to the adjacent residential buildings and incorporates energy efficiency/ sustainability features in a visible way that showcases ACTR’s commitment to being a responsible community member.

RELEVANCE TO YOUR PROJECT:	
- Conceptual Site Planning	- Robust Ventilation
- Equipment Maintenance and Wash Bay	- Radiant Floor
- Administrative Spaces and Break Room	- Net Zero (Bradford)
- Storage	- Near Net Zero (Middlebury)
- New Construction	- Daylighting
- Efficient Enclosure and MEP Systems	- Rainwater Collection



UPPER VALLEY COMMUNITY TRANSPORTATION CENTER
Tri-Valley Transit (Bradford, VT)

An 8,100 sf, Net Zero bus barn facility including a bus wash with rainwater harvesting, bus drive through storage bays for up to eight 36’ buses with administrative/driver break wing. The facility is designed for future conversion of two storage bays to bus maintenance. The mechanical system features radiant heated slabs fueled by pellet boilers and solar powered air source heat pumps. The facility is designed to be Net Zero for electricity. In addition, the solar array will provide electrical capacity for charging soon-to-arrive electric buses.



ENFIELD PUBLIC SAFETY (Enfield, NH)

The recently completed 15,000 SF public safety facility in Enfield, NH consolidates Enfield’s existing fire department and EMS building with the town’s police department into one state- of-the-art facility. The design efficiently locates shared spaces to promote collaboration, including an emergency operations center, a five bay apparatus garage for fire and emergency response vehicles, conference spaces, lockers and a workout room. Dedicated spaces, such as administrative offices, storage, and three sallyport bays are designed to meet the specific operational needs of each department.



RELEVANCE TO YOUR PROJECT:

- Municipal Client
- Equipment Bays
- Administrative Spaces
- Storage
- New Construction
- Utilitarian Design
- Efficient Enclosure and MEP Systems
- Robust Ventilation



RELEVANCE TO YOUR PROJECT:

- Municipal Client
- Equipment Bays
- Administrative Spaces and Break Room
- Storage
- New Construction
- Utilitarian Design
- Efficient Enclosure and MEP Systems
- Robust Ventilation
- Radiant Floor

WILLIAMSTOWN PUBLIC SAFETY (Williamstown, VT)

This new 10,000 SF facility houses fire, ambulance and county sheriff spaces. This building has five apparatus bays and houses two ambulances and four fire trucks. Support spaces include offices, bunk rooms and a community meeting room.



HADDAD SUBARU NEW CONSTRUCTION (St. Albans, VT)

Unlike most auto manufacturers, Subaru does not dictate the overall design of their dealerships. As the first new New England Subaru dealership in over twenty years, Haddad Subaru reflects a fresh design approach aimed at enhancing the customer and employee experience. On the service side, technicians work in a well-lit, easily cleanable 14 bay service area. The new facility also provides employee amenities include a lounge, locker rooms, offices, and conference room. The project resulted in a more efficient use of space that integrates the front and back of house to create a unified and team-oriented atmosphere.



RELEVANCE TO YOUR PROJECT:

- Vehicle Maintenance Bays
- Administrative Spaces and Break Room
- Storage
- New Construction
- Efficient Enclosure and MEP Systems
- Robust Ventilation
- Radiant Floor
- Vehicle Carbon Monoxide evacuation system

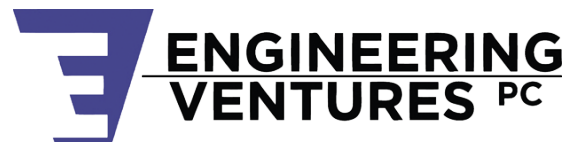


SNOW REMOVAL EQUIPMENT BUILDING NEWPORT STATE AIRPORT (Newport, VT)

The Newport Airport snow removal structure was constructed to support snow removal on this community airport. The building is on the airport grounds and is regulated by both VTRans Aviation and the FAA. The building envelope performance was improved to meet Vermont Energy code. The added requirements of the Vermont Energy code was not consistent with the FAA funding structure and careful negotiations were needed to bring these two regulatory agencies into alignment.

RELEVANCE TO YOUR PROJECT:

- Equipment Maintenance and Storage
- New Construction
- Efficient Enclosure and MEP Systems
- Radiant Floor
- Daylighting



East Montpelier Town Garage

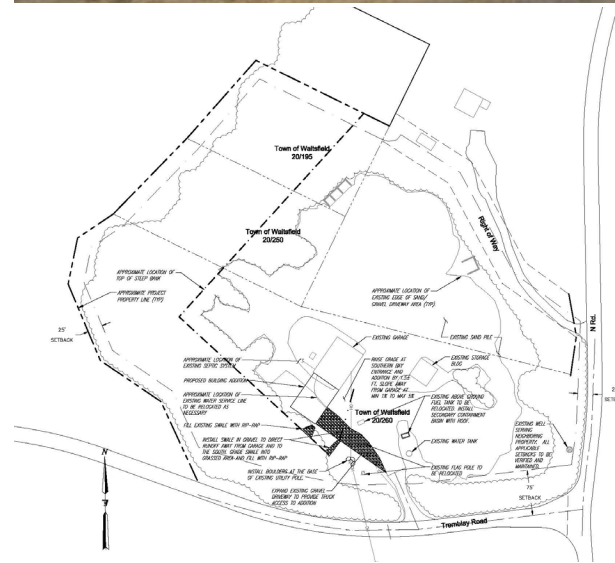
Both civil and structural teams worked on this project. The existing town garage was demolished and a new, ~ 8,750sf (70ftx125ft) is being constructed in its place. Civil work included site layout considering truck circulations, utility improvements included location of a new well, leach field, floor framing and stormwater, and appropriate permitting. Structural work included analysis and design of foundation and framing, drawings and specifications, as well as construction administration services. (Not yet constructed).

Vermont State Highway Garages:

Colchester - Structural services for a steel frame, concrete & masonry garage facility (12 bay/12,000 sf)

Highgate - Structural services for a steel frame, concrete & masonry garage facility. (8 bay/ 9200 sf)

Ferrisburgh - Design was provided for a garage facility.



Waitsfield Town Garage

Structural and Civil engineering services were provided in 2012 for development of a space, site and cost analysis and preliminary plans for an addition to the existing Town Garage. The conceptual plans provide sufficient space for equipment and vehicle storage, work space, and employee facilities that meet building and public safety codes.

Monroe (NH) Emergency Services and Highway Garage

Structural and civil services were provided for a 9,000-sf, 8-bay garage for the town of Monroe, including wood plate roof trusses, wood bearing and shear walls, reinforced concrete walls and slab, new water service, on-site septic, stormwater, site grading, and road and parking layout.



Hardwick Essential Services Complex

Our civil and structural teams are currently assisting the Town of Hardwick with planning for a new municipal infrastructure campus on Creamery Road that will co-locate a new Town Garage and Hardwick Fire Department. The current Fire Station has experienced repetitive flooding, and relocation is critical for continued community resilience. The new facility will most likely include an expanded footprint and will require careful planning and coordination to create a cohesive space for the Fire Department, Town Garage and Harwick Rescue. Work is ongoing.



Upper Valley Transit Center (Bradford)

The project (designed by Black River Design) is for approximately 9,680 square feet of space consisting of: 1,680 square feet of administrative and operations office space plus 8,000 square feet of indoor bus storage for up to 10 buses and a vehicle wash bay. Engineering Ventures provided structural engineering for this project that was awarded several design awards and is Net-Zero-Electric and Fossil-Fuel-Free.



Winhall Town Garage & Transfer Station

Civil engineering and permitting assistance were provided for assessment of a site for construction of a new town garage to replace the existing fire damaged building. The new facility could also accommodate the relocation of an existing 4 bay garage, compactors, and underground storage tanks. Additionally, a facility analysis will be completed to determine the best site circulation for the various uses.

PROPOSED APPROACH

Black River Design and Engineering Ventures has completed and are currently working on numerous town garages, fire stations, bus garages, and similar buildings. We need to fully understand how you will use your facility, but we have worked through many of the larger programmatic questions, and potential directions on these past projects. This historic experience allows us to ask you the correct questions to get to the desired solution efficiently. We will guide you through plan configurations, building massing, roof configurations, mechanical systems, efficiency options, and numerous other project considerations. We provide the pros and cons of individual decisions, and what the short and long term impact of each may be. Ultimately, our goal is to be the conduit that takes your needs, goals, and vision, and converts them into drawings and ultimately, a new facility.

This past experience and computer models of other projects allows us to be efficient with developing plan and building form options for your proposed facility. This results in fewer meetings for you and less design time spent on our end, resulting in lower fees. Engineering Ventures is familiar with the site from the 2012 study and can efficiently work through potential site plan configurations. They will be considering site lines, turning radii, required setbacks and clearances, utilizing Lidar based existing conditions mapping available on-line and basic on-site verification. If a full topographic survey is preferred, we can provide that within our scope of services for an additional fee. If a Phase 1 Environmental Assessment of the site has not been done, we suggest that you consider having this done because the site was formerly a working farm.

We have investigated numerous structural and mechanical systems on past projects including all electric solutions with radiant floors. For this early stage of planning, we do not feel that we need to include structural, mechanical, or electrical engineers to develop systems and scopes of work suitable for cost estimating. This past experience investigating systems options gives us the knowledge to guide you to a proposed solution.

After a successful bond vote, we have a full team of engineers to work through the finer details of the design to ensure that overall systems perform as intended, and the building provides maximum functionality. We do not feel that these engineers are needed during early planning and cost estimating. This reduces your financial commitment until after a successful bond vote.



HIGHWAY AND FIRE DEPARTMENT FEASIBILITY STUDY

(Newark, VT)

The Town of Newark currently faces replacing aging facilities for both their town highway department and the volunteer fire department. There is a need for additional vehicle bays, additional space around vehicles, and having a wash bay to extend the longevity of their fleet. They wanted to investigate numerous potential configurations, including an all new combined facility, separated buildings, and potential reuse of portions of the existing structure. We worked collaboratively with the committee to efficiently develop conceptual building and site options, and narrow down viable solutions. We provided a matrix clearly identifying the pros and cons of each option. With that information the Town was able to arrive at a preferred direction to pursue potential funding and begin discussions with the Town residents.

PRO	CON	OPTION A: FULL ADDITION TO THE WEST	OPTION B: SMALL ADDITION FOR FIRE DEPARTMENT NEW BUILDING FOR HIGHWAY DEPT.	OPTION C: NEW SINGLE BUILDING CONTAINING BOTH DEPARTMENTS
CRITICAL ISSUES		The existing drive would need to be altered in this option as the hillside would need to be cut back. The road would need to be adjusted to be further south as it approaches the new building.	The existing drive may not need to be altered very much as the addition is located on the North side only.	The existing drive would need to be modified the least.
CONSTRUCTION ACCESS		This option should allow the additions to be built around the existing building. Then shift the entire facility into the new or mostly completed addition and renovate the existing fully lying in the addition to the existing building. These logistics would complicate the construction process, extend the duration of construction and be more costly.	This approach would be would allow the new building for the highway department to be constructed and finished. Then both departments would move into the new building until the existing building was renovated.	This approach is the most straightforward and efficient. Build a new building, move into the building when completed and either demolish the existing building or use it for an unidentified need.
CONSTRUCTION PHASING				
SITWORK		This option requires the most regrading as shown in the 3D View.	This option requires the least regrading	This option requires the median regrading with some cutting on the West side and fill needed on the East side of the new building.
CODE		Height and area allowed are 23,000 if not sprinkled and 92,000 if sprinkled. Per NFPA 1 any new Fire Department is required to be sprinkled. If the portion of the building for the Fire Department is sprinkled the remained would need to be sprinkled or separated with a 1 hr rated assembly, which won't be too costly.	Height and area allowed are 23,000 if not sprinkled and 92,000 if sprinkled. Per NFPA 1 any new Fire Department is required to be sprinkled. There is a chance with this option that sprinkling may not be required if the renovated building houses the fire department. This needs to be confirmed with the local code officials.	Height and area allowed are 23,000 if not sprinkled and 92,000 if sprinkled. Per NFPA 1 any new Fire Department is required to be sprinkled. If the portion of the building for the Fire Department is sprinkled the remained would need to be sprinkled or separated with a 1 hr rated assembly, which won't be too costly.
PROGRAM		Each contains the same program. This option is showing the most square footage as 5 bays are shown in the highway department.	This options total area falls between option A & B.	This option requires the least building area. The highway department has 4 bays, one of which is wider than the rest to allow the grader, backhoe and loader to be housed in one bay. This allows approximately 600sf savings in area.
BUILDING FORM		By keeping the existing steel frame of the existing building atleast that portion would remain the gabled roof. The addition could be a shed form (as shown) or a gable with the ridge not aligning with the existing as the North wall of the addition would be taller due to vehicle height requirements.	The existing building form would remain a gable with a new gable above the north end of the new wash bay to provide height for the tallest vehicle. This option would allow the wash bay to be a drive in/drive out. The new building could be a shed form or a gable like the existing. See the 3D views	This approach provides ultimately flexibility. See the 3D options.
UTILITIES		If the building is sprinkled a water holding tank would be required as domestic water is provided via a shared well. Perhaps if only the Fire Department portion is sprinkled the cost burden would be less.	If the building is not required to be sprinkled as an existing building renovation, the cost of the sprinkler system and holding tank would not be included in the scope.	If the building is sprinkled a water holding tank would be required as domestic water is provided via a shared well. Perhaps if only the Fire Department portion is sprinkled the cost burden would be less.
FUTURE ACCESS & EXPANSION		For future expansion, a new, detached building would make sense. Continuing to add on the West would require a significant amount of site work and regrading. Any addition to the East would cut off access to the North part of the site.	Adding an addition to the West end of the renovated building or new building would make sense. More regrading would be needed if development of the West side of the addition building was chosen.	For future expansion, a new, detached building would make sense.
SOLAR CAPABILITIES		The roof orientation would provide less roof area facing south if a shed form was selected for the addition.	This option would allow south facing roof on the existing building and on the new building. If the new building was a shed roof form it would increase the solar opportunity	An entirely new building could allow the most solar opportunity, especially if the building utilized a single shed roof form sloping down to the West.

OPTION COMPARISON SUMMARY

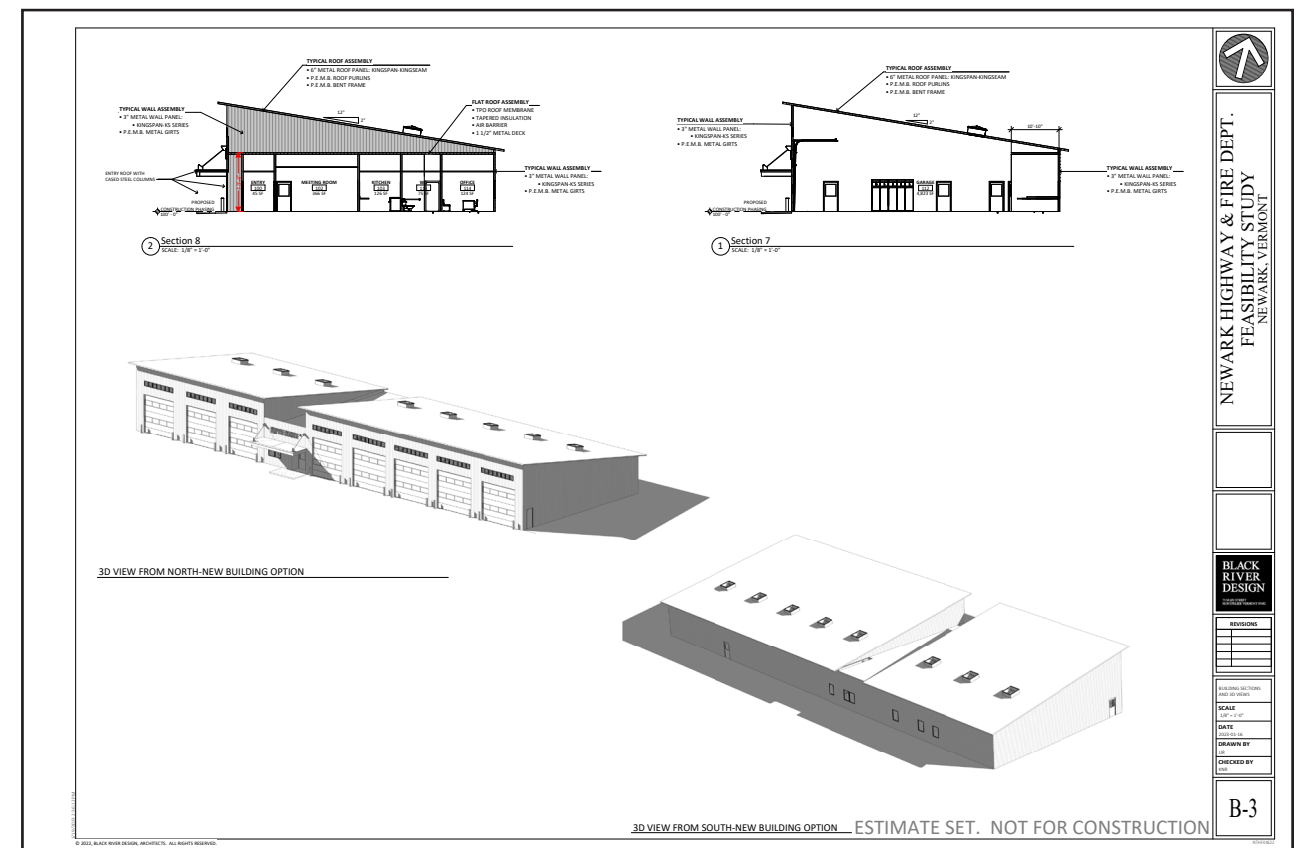
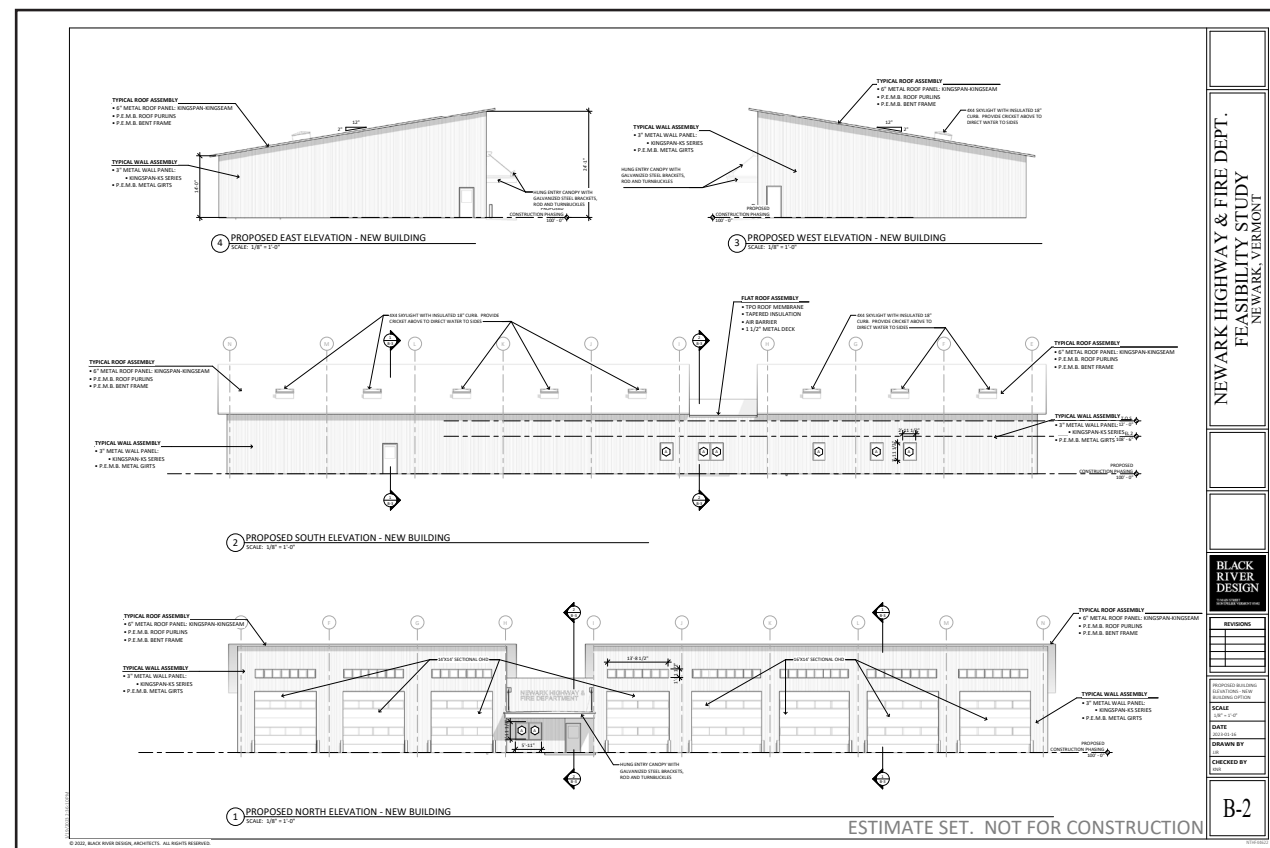
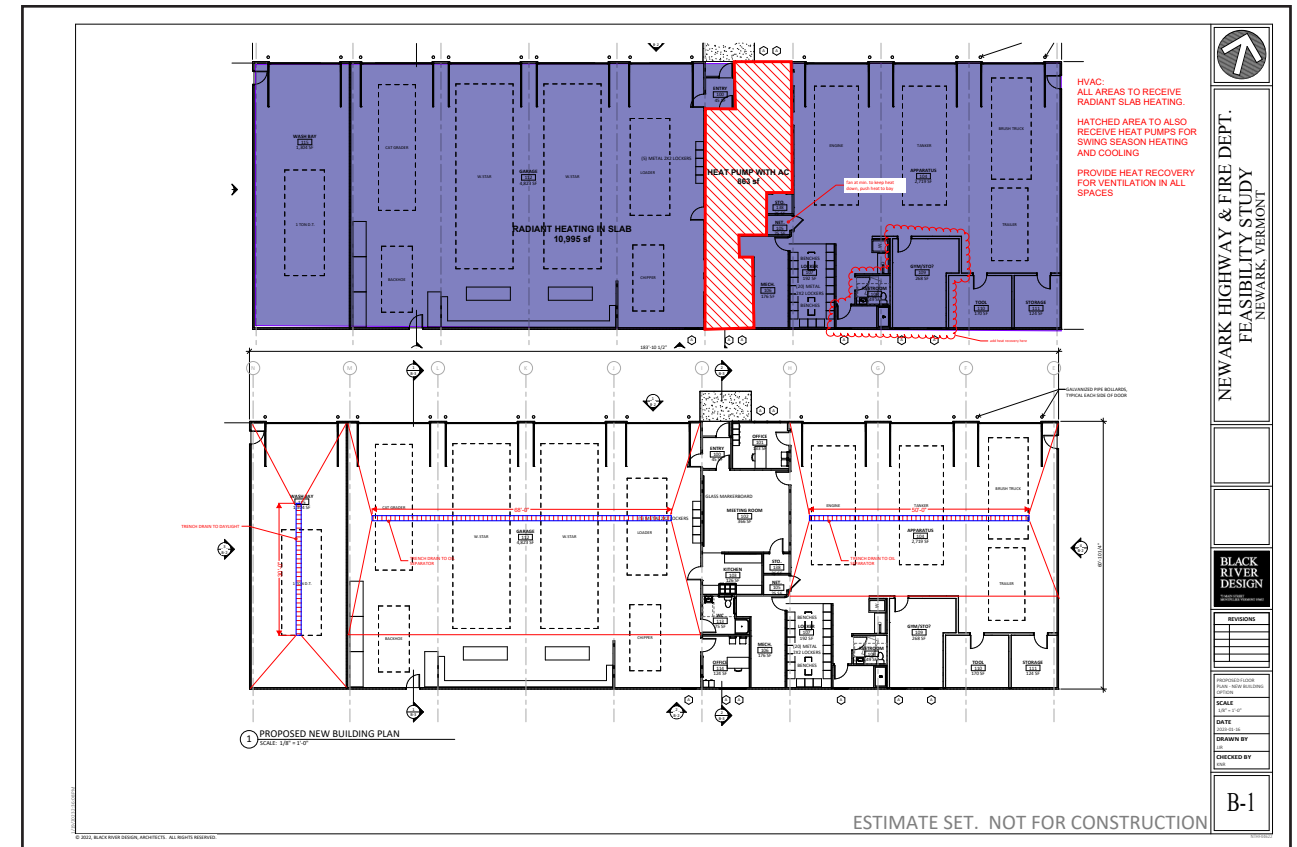
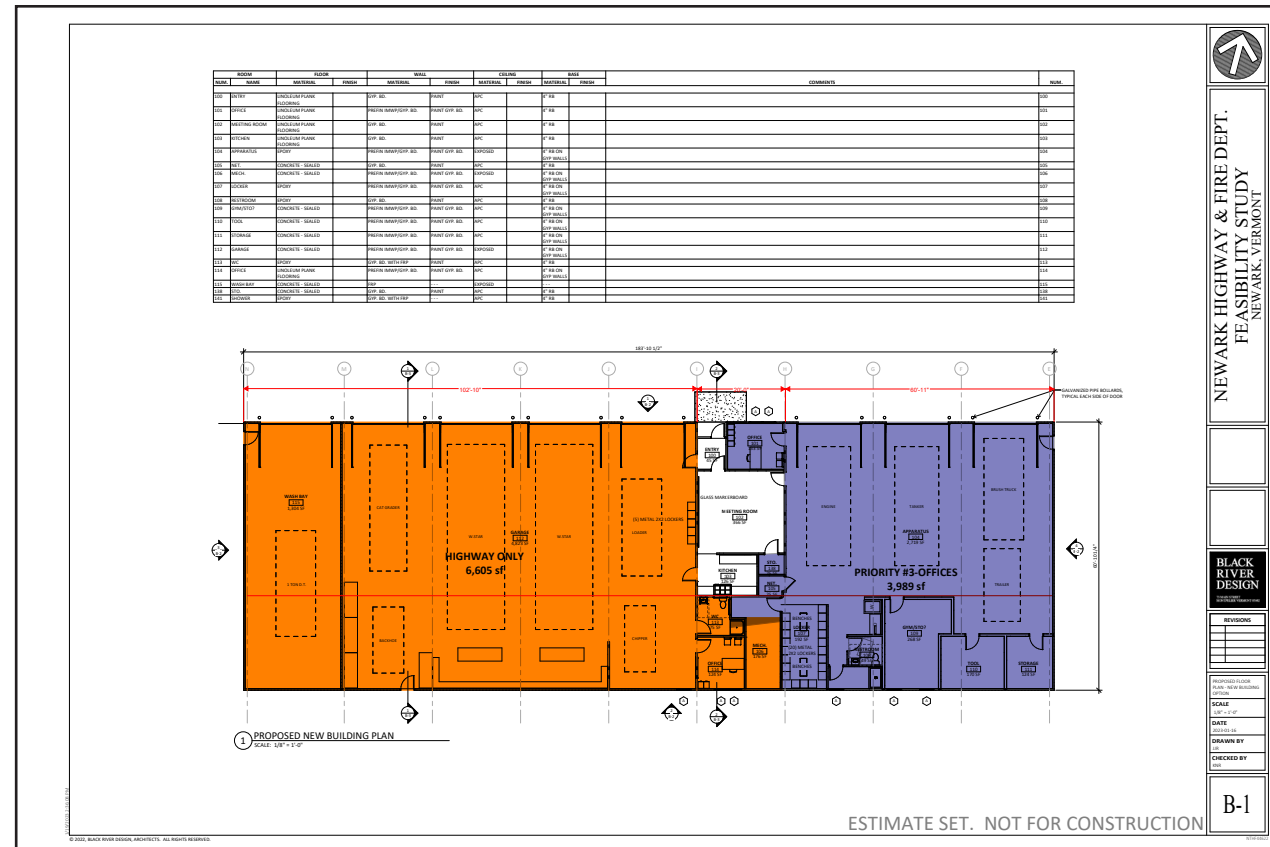
2022-10-12 scale: 1 1/2" = 1'-0"

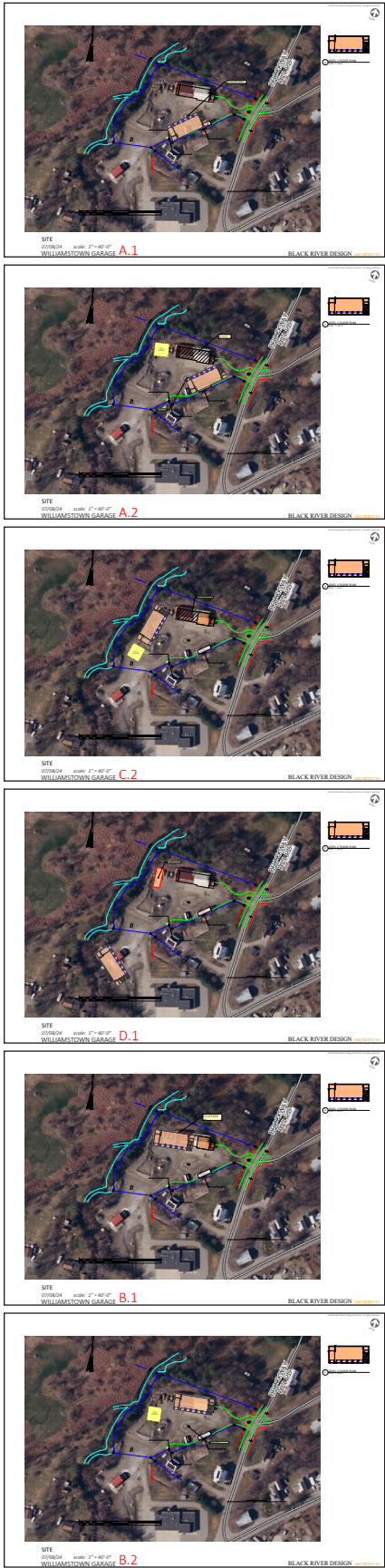
Newark, Vermont Highway and Fire Department Feasibility Study

BLACK RIVER DESIGN ARCHITECTS

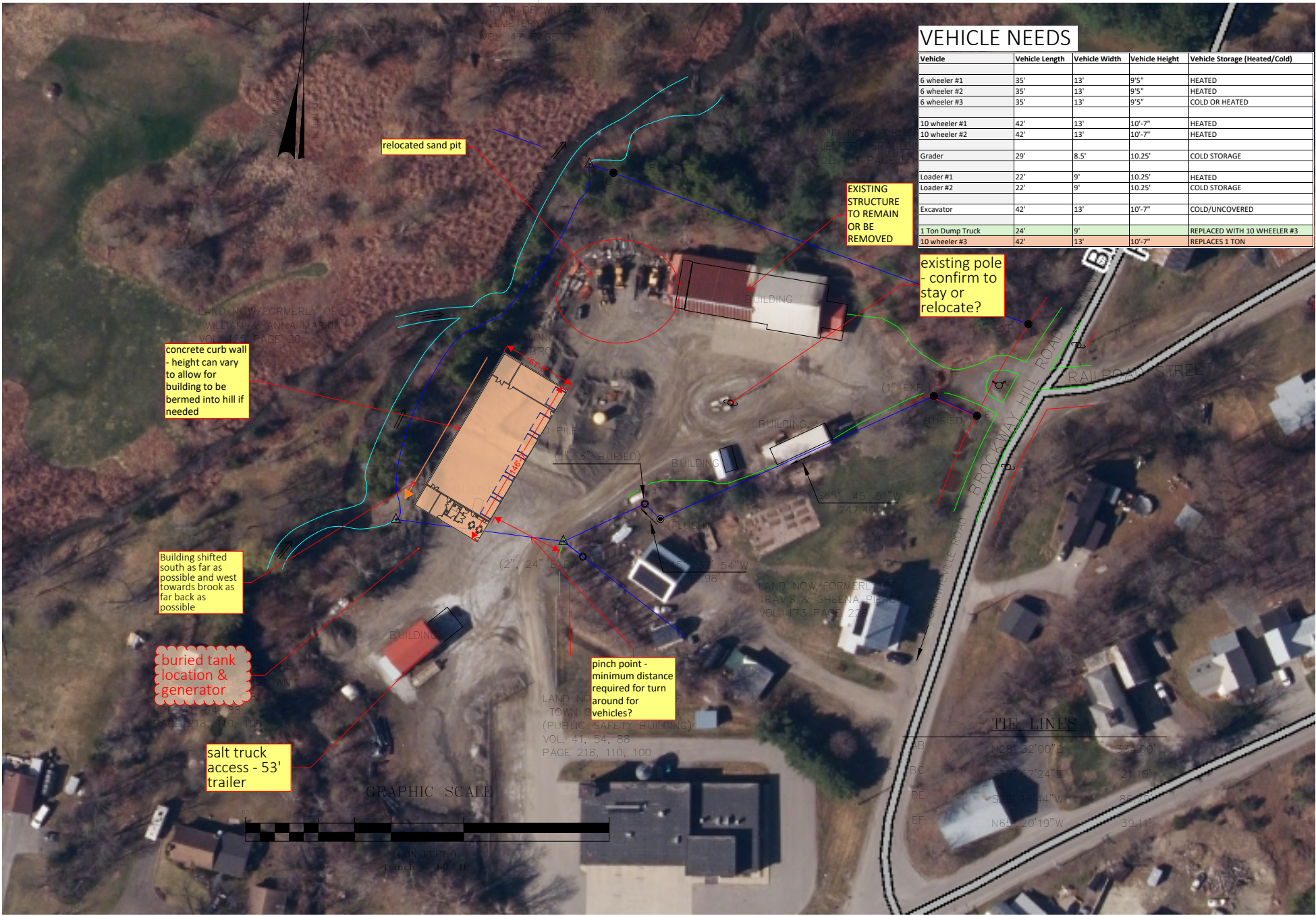


Our primary goal for pre-bond studies is to determine the overall program, required clearances, door sizes, overhead clearances, roof configurations, mechanical solutions, envelope efficiency and other features to a level that we are confident meets your needs. We identify all major components to the building in adequate detail for the basis of a professional cost estimate.

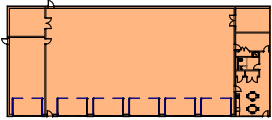




WILLIAMSTOWN TOWN GARAGE SITE PLAN OPTIONS (Williamstown, VT)



© 2023, Black River Design, Architects. All rights reserved.



2 LEVEL 1 FLOOR PLAN
SCALE: 1" = 40'-0"

10'-5"
generator pad
5'-5"

2000 gal buried propane tank

SITE
7/23/24 scale: 1" = 40'-0"
WILLIAMSTOWN GARAGE C.1

BLACK RIVER DESIGN ARCHITECTS

Building Exterior Options:

Once a floor plan, massing and roof configuration were decided on, we investigated more specific exterior features for consideration by the Town. Awnings, siding colors and textures, glazing, and signage all have an impact on aesthetics and functionality. We want to consider these features during the pre-bond design phase to adequately assign scope for cost estimating and to provide an accurate depiction of building for public education and project support.

© 2023, Black River Design, Architects. All rights reserved.

Southwest - Option 1

South Elevation - Option 1

OPTION 1
9/23/24 scale: 3/16" = 1'-0"
WILLIAMSTOWN TOWN GARAGE

BLACK RIVER DESIGN ARCHITECTS

© 2023, Black River Design, Architects. All rights reserved.

Southwest - Option 2

South Elevation - Option 2

OPTION 2
9/23/24 scale: 3/16" = 1'-0"
WILLIAMSTOWN TOWN GARAGE

BLACK RIVER DESIGN ARCHITECTS

© 2023, Black River Design, Architects. All rights reserved.

Southwest - Option 3

South Elevation - Option 3

OPTION 3
9/23/24 scale: 3/16" = 1'-0"
WILLIAMSTOWN TOWN GARAGE

BLACK RIVER DESIGN ARCHITECTS

© 2023, Black River Design, Architects. All rights reserved.

Southwest - Option 4

South Elevation - Option 4

OPTION 4
9/23/24 scale: 3/16" = 1'-0"
WILLIAMSTOWN TOWN GARAGE

BLACK RIVER DESIGN ARCHITECTS



Color Studies and Exterior Renderings:

Renderings are an effective tool to help gain public support. Our 3D computer computer model allows us to easily generate near photo quality renderings, if that service is something that is needed. These examples represent different combinations of siding and door colors. Once materials are identified in the computer model, it is an efficient exercise to change colors to see the visual impact.



COST ESTIMATE: Peter Smejkel of Merkur Construction provided a detailed estimate of the probable construction cost for the project. This detail allows us to do a thorough review to identify any potential gaps, or scope questions. We also provide a project cost summary that identifies all potential costs to summarize the total projected project cost.

	Option 1		Option 2	
CONSTRUCTION AND SITE (Hard Costs...)				
Construction Estimate Base	\$	3,275,721	\$	3,275,721
Steel Tariff Allowance	\$	75,000	\$	-
(Alternate) Polyurethane Flooring	\$	109,800	\$	-
Sprinkler System	\$	58,900	\$	-
Building Related Costs Subtotal	\$	3,519,421	\$367 /sf	\$ 3,275,721 \$341 /sf
Site Related Allowances				
Division 2 (building footprint only)	\$	125,005	\$	125,005
Division 33 (utilities...)	\$	204,900	\$	204,900
Construction Estimate Base (Subtotal)	\$	3,849,326	\$	3,605,626
CM Fee/Mark up 10%, Liability insurance .6%, Bonds .75% = Total 11.35%	\$	436,899	\$	409,239
Total Construction Budget	\$	4,286,225	\$446 /sf	\$ 4,014,865 \$418 /sf
10% Bidding & Construction Contingency	\$	428,622	\$	401,486
Construction Subtotal	\$	4,714,847	\$	4,416,351
FEES (Soft Costs...)				
Architect/Engineering Fee (% or fixed basis)	\$	-	\$	-
A/E and GC/CM Fees Subtotal	\$	-	\$	-
Permit (and Testing) Fees				
Labor & Industry Permit (\$8/\$1000)	\$	37,719	\$	35,331
Act 250 Permit	\$	-	\$	-
Zoning	\$	-	\$	-
Local Permit*	\$	-	\$	-
Water Supply	\$	-	\$	-
Permit Fees Subtotal	\$	37,719	\$	35,331
Other Professional Fees				
Clerk of the Works*	\$	-	\$	-
Consultant Testing Services	\$	10,000	\$	10,000
HVAC Commissioning	\$	5,000	\$	5,000
Soil Borings*	\$	-	\$	-
Professional Fees Subtotal	\$	15,000	\$	15,000
Carrying Costs				
Liability Insurance				
Utilities				
Maintenance				
Construction Loan				
Bank/Legal/Bond Insurance				
Carrying Costs Subtotal	\$	-	\$	-
Fees Subtotal	\$	52,719	\$	50,331
MISCELLANEOUS COSTS (Reimbursables...)				
Bid Advertising*	\$	300	\$	300
Printing*	\$	5,000	\$	5,000
Moving/Storage Expenses*				
Interim Financing*				
Builders Risk Insurance*				
Miscellaneous Costs Subtotal	\$	5,300	\$	5,300
OWNER PURCHASES				
FF&E (Furnishings, Fixture and Equipment)*				
Furniture				
Work Benches, Equipment, Etc				
Owner Purchases Subtotal	\$	-	\$	-
TOTAL PROJECT BUDGET	\$	4,772,866	\$	4,471,982
*Indicates budget items to be finalized/determined by Owner				

BUDGET ESTIMATE 2-21-25				PROJECT: WILLIAMSTOWN TOWN GARAGE							
BIDDER:				ARCHITECT: Andrew McCullough				OWNER: Town of Williamstown			
Merkur Construction, LLC				Black River Design Architects				235 Meadow Street Williamstown, VT 05679			
12 Oak Creek Drive St. Burlington, VT 05403 Tel: (802) 238-7860				73 Main Street Montpelier, VT Tel: (802) 233-2044							
New Building - January 28, 2025 Specs on 2024 Plans											
Division	DESCRIPTION	QUANTITY	UNIT	LABOR PER HOUR/HOUR	TOTAL LABOR	UNIT COST	MATERIAL TOTAL	EQUIP. TOTAL	SUB TRADES	TOTAL COST	
1 General Conditions:											
	Building Permit - City, State								By Owner	0	
	Builder's Risk Insurance w/ add'l 50% for shework	4000	h				20000		36400	36400	
	Pre-construction time, Project Management	1	h	200	110	27000		2000		34000	
	Job manager - meetings, administration	5	h	720	110	8000			10000	10000	
	Job supervision, water, Accessibility	9	h	1584	80	116460				116460	
	Job subcontractage	9	h			1000	5000			5000	
	Trade waste, water, sewer	1	h							2000	
	Temporary toilet 2 ea.	5	h			300			2700	2700	
	Trash, phone, materials delivery	2	h			2000	39900			41900	
	Temp. power, set up, consumption	1	h					10000	12000	12000	
	Dumpsters, job clean up	1	h	320	65	20800		12000		32800	
	Handal equipment	1	h						1000	1000	
	Paving						on site			0	
	NO Winter haul and cover									0	
	Final clearing	10000	sf			0.70			7140	7140	
										\$ 387,880	
2 SITEWORK - Building footprint only:											
Site	Site prep/clear/retain w/ Allowance	1	h					2000	2000		
	Strip/cut/fill top soil 24000 sf x 6" (for building work)	550	yd3			12		6800		6800	
	Site vegetation around building, topsoil/seedling	900	sf			2				1800	
	Trench drains at separate and storm - in site									0	
	NO Schedule/Est and/Signage/Utilities	750	sf					6		4500	
	Connect internal drains to storm tank	50	ft			35			1760	1760	
	NO site utilities or relocations - in site division									0	
	NO landscaping Allowance									0	
	Excavate foundations 1000 yds	695	h			25			17375	17375	
	Backfill with structural fill (sand)	800	yd3			25			21250	21250	
	If existing soils used on outside (deduct 400 yds at 15...)	10000	sf			1			10000	10000	
	Blat vapor barrier w. overlays, taped	170	yd3			65			11050	11050	
	Base subbase - 6" gravel - 4700 sf	270	h			36			8100	8100	
	Trench drains and drainage excavator/backfill	2940	sf			2			5880	5880	
	Foundations waterproofing - asphalt	800	h			25			12000	12000	
	Foundation drainage x outfall 70'	130	yd3			65			7850	7850	
	Exterior apron foundations stone infill									\$ 126,805	
3 CONCRETE:											
Building	Footings 2.4"x12" x 5.30'	55	yd3			550		30250	30250		
	Foot walls 12" x 4' deep - 530'	25	yd3			600		53000	53000		
	Add for extended walls 392' (incl at OH) x 4'-7"	82	yd3			550		45250	45250		
	Column footings 16d and piers - 22 ea	25	yd3			700		17600	17600		
	Slab 7" reinf. - 7440 sf (no radiant tubing) edged	175	yd3			400		70000	70000		
	Blat 5" office on grade (NO radiant) - 1340 sf	20	yd3			350		7000	7000		
	Slab 5" 2nd over deck (NO radiant) - 1354 sf	20	yd3			450		9000	9000		
Other	Slabs cut joints (no control joints/curbs etc.)	800	h			2		1200	1200		
	Slabs, reinf. pads etc.	1	h					2000	2000		
	Trench drain separate pour 46'-80'	5	yd3			700		5600	5600		
	Blat vapor barrier - building walls, 1" pad	48	yd3			600		2400	2400		
	Floor spacer - footings, walls, 1" pad	58	yd3			500		25000	25000		
	Exterior equipment pads w/o foundations - Allowance	200	sf			1		400	400		
	Sealer on exterior walls	875	sf			1		875	875		
										\$ 274,478	
4 MASONRY:											
NO	Masonry								0	0	
5 STEEL:											
	Trench drains	122	h			80		9760	9760		
	Offhead/seam separator	1	h					7000	7000		
	Pumbing fixtures - offices	4	h			5000		20000	20000		
	WHV - electric 30 gal	1	h					2000	2000		
	NO plumbing on upper level									0	
	SHOP plumbing - wash sink (not shown)	1	h			4000		4000	4000		
	House sink (not shown) - CUI	1	h			2000		10000	10000		
	Exterior hose bibs - then inside piping	4	h			600		2400	2400		
	NO emergency shower									0	
	Weatherstripping - base and etc.	1	h					5000	5000		
	Water for wash bay - 77	1	h					4000	4000		
	CM run across - insulated 1"	180	h			65		8600	8600		
	Paving for mechanical 777	1	h					400	400		
	Condensate drains	1	h			800		8000	8000		
Comp. eq.	Compressor 60 gal - NO drain	1	h					8000	8000		
	Lynx - 34" copper insulated	340	h			25		8500	8500		
	CA traps	6	h			100		600	600		
	NO heater accessories									0	
	Add Plumber's mark up 30%	1	h					34000	34000		
										\$ 146,360	
33 HVAC-MECHANICAL											
Heating	Shop propane fired heaters	6	h			7000		42000	42000		
	Gas piping to the heaters	400	h			50		20000	20000		
	Shop radiant floor piping, headers	4	h			4000		4000	4000		
	Heat source for radiant, controls, circulation - electric	1	h					10000	10000		
	Air to air heat pump system for office, 2 heads	2	h			7000		28000	28000		
	Glycol/heating/heat for HRV, piping	1	h					25000	25000		
Ventilation	Bathroom exhaust	1	h					1000	1000		
	Shop intake lowers 46d4 w. damper CO det. 120V	5	h			6000		20000	20000		
	HRV for shop	1	h					18000	18000		
	HRV for shop	1	h					30000	30000		
	Ducts and diffusers	300	h			100		30000	30000		
	Intake/exhaust lowers for HRV	2	h			3000		6000	6000		
	Temperature, controls for shop heat, ventilation	1	h					4000	4000		
	Add Mech. Contractor mark up 30%	1	h					81000	81000		
										\$ 392,800	
26 ELECTRICAL											
Service	IE, Service to building								See div 33		
	Switch gear, metering, CTs	1	h					10000	10000		
	Run down Transformer	1	h					12000	12000		
	Blat Panels and feeds with breakers	1	h			6000		18000	18000		
Lighting	Interior lighting (switching, sensors, etc.)	10000	sf			1		5000	5000		
	Exterior under canopy/drop down lighting	14	h					8000	8000		
	Emergency exit lights	16	h			500		800	800		
Chairs	Chairs - power, power distribution	10000	sf			4		40000	40000		
	Wiring for mechanical systems	1	h					10000	10000		
	NO Alarm budget	10000	sf			4.00		40000	40000		
	Emergency Generator - see also div 33									0	
	Panel lighting, construction, fixture examination	1	h					10000	10000		
	Data equipment and wiring Allowance	1	h					4000	4000		
	Add Electrical contractor's mark up 30%	1	h					60000	60000		
										\$ 273,200	
31 BATHROOM:											
Site	Base division 2 for building footprint work									0	
32 INTERIOR DEPENDENT WORK:											
	Landscaping									0	
	Any site fixtures 777									0	
	Bike racks, trash cans									0	
	Paving and walkways									0	
	Excavate for P-vals and walks	4	yd3							0	
	Painting 8"									0	
	Gravel 24" for roads/P-vals									0	
	Painting 8"									0	
	Drains w/ exc/backfill									0	
	Concrete walls									0	
	Paint									0	
	Drain									0	
	Drain/HC drainage									0	
	Sealing									0	
	Chairs and fits									0	
	Blat, base panel									0	
	Fence around site									0	
	Painting/Sealing									0	
	Top soil (see seedlings) spread 8"	4	yd3							0	

FEE PROPOSAL

Black River Design, Architects	\$11,800
Engineering Ventures	\$6,000
Merkur Construction	\$1,500
Total	\$19,300
Reimbursable expenses	included in fee
Topographic survey (if required)	\$2,500

PROPOSED TIMELINE*

Proposals Due	September 26, 2025
Selection And Award	October 28, 2025
Kickoff Meeting	November 11, 2025
Program, Initial Plan And Massing Options	November 12, 2025- November 21, 2025
Review Site Constraints And Permitting Requirements	November 12, 2025- November 21, 2025
Initial Site Plan Options	November 12, 2025- November 21, 2025
Design Meeting	November 25, 2025
Revised Plan And Building Exterior Options	November 26, 2025- December 5, 2025
Revised Site Plan Options	November 26, 2025- December 5, 2025
Design Meeting	December 9, 2025
Finalized Site Plan, Floor Plan, And Exterior	December 10, 2025- December 19, 2025
Cost Estimate Scoping Documents	December 15, 2025- December 24, 2025
Cost Estimate	December 29, 2025- January 9, 2026
Project Cost Meeting	January 13, 2026
Scope/Cost Revisions	January 14, 2026- January 20, 2026
Final Design Drawings/Project Cost Summary	January 30, 2025

* Schedule assumes March 2026 bond vote and warning of Bond in January 2026. Schedule may be able to be accelerated if bond needs to be warned sooner. Schedule dependent on owner meeting availability and decisions on finalizing design direction per dates indicated.

AVAILABILITY

Black River Design is well poised to provide Conceptual Design and Cost Estimating Services for the Waitsfield Town Garage. Your schedule fits well with our and our consultants’ current workload. In addition, BRD’s flexible teaming strategy ensures that the drafting expertise is available to meet the needs of your project.

ADDITIONAL SERVICES

The following items are not included in our proposed fee. If the scope of the issue can be identified, we will establish a not-to-exceed cost for the additional service. It is our intention to provide additional services, should any be required, at a cost that is fair and covers our added expenses.

- Topographic survey: For this initial phase we plan to utilize Lidar based existing conditions mapping available on-line and based on site observations. We can provide a full topographic survey for an additional fee.
- Site selection: We have assumed the new facility will be located on the current town highway garage site per response from York Haverkamp.
- Structural, mechanical, electrical, and fire protection engineering: We have worked numerous buildings of this type and scale and have a good understanding of potential options. If engineering is preferred for conceptual/pre-bond design, we can include these services at an additional fee
- Design beyond what is required in the RFP
- Review of or design to include existing buidlings: We have assumed this will be a new facility and will not include existing structures. We have included touring your existing facility to better understand your needs and vehicles to be stored.
- Field measuring and/or CAD drafting of existing conditions
- Presentation materials or meetings beyond the stated scope of services
- We have assumed an existing site survey including any potential site constraints will be provided for design team use.
- Additional rounds of design related to change in program, or significant building reconfiguration
- Local or State permitting assistance: We have included an initial code review
- Support documentation for local design review
- Energy modeling
- Third Party Code Review
- Additional meetings beyond number included in proposal
- Development of promotional graphics and photo quality renderings

EXCLUSIONS

Black River Design and our proposed team have not assumed the following services or fees. They are typically contracted or paid directly by the Owner. We can assist

FEE PROPOSAL, TIMELINE, AND AVAILABILITY

with recommending firms if any of these services should be required, and we can help you with budgeting for those services which become necessary.

- Hazardous material testing including hazardous or unsuitable soils
- Design services beyond those stated in RFP and included in scope of services
- Mass printing or mailing of promotional materials
- Phase 1 Environmental Assessment

REIMBURSABLE EXPENSES

The following are customary reimbursables billed to you as they are incurred.

- Mileage rate: Current IRS rate
- Postage: At cost
- Out-of-house scanning/printing: At cost
- In-house printing
 - Documents up to 12”x18”
 - B&W: \$0.07 per page
 - Color: \$0.40 per page
 - Large format: \$0.50 per sf
- Meals and lodging: At cost

HOURLY RATES FOR ADDITIONAL SERVICES

Black River Design, Architects	
Partner	\$170.00
Architect.....	\$111.75- \$119.25
Project Manager	\$111.75- \$120.75
Associate	\$75.00- \$87.00
Interiors.....	\$108.00-142.50
Administrative.....	\$103.50-108.00
Engineering Ventures	
Officer/Principal	\$160-200
Senior Project Manager/Engineer	\$145-185
Project Engineer/Managers.....	\$120-160
Staff Engineers & Engineering Technicians	\$85-145
Administrative.....	\$75-95
Merkur Construction	
Cost Estimator.....	\$100



Photo Source: waitsfieldvt.gov

Proposal for Design Engineering Services

Town of Waitsfield, Vermont

Waitsfield Town Garage

Submitted By:

Andrew Rodriguez, PE, Senior Engineer
MSK Engineers
150 Depot St, Bennington, VT 05201
arodriguez@mskeng.com
(802) 487-6311

Submitted To:

York Haverkamp, Town Administrator
Town of Waitsfield
york.haverkamp@waitsfieldvt.gov

RFP Release Date:

August 12, 2025

Proposal Submission Date:

September 26, 2025

September 26, 2025

York Haverkamp
Town Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, Vermont 05673
york.haverkamp@waitsfieldvt.gov

Re: Proposal for Conceptual Design and Cost Estimating Services – Waitsfield Town Highway Garage

Dear York,

On behalf of MSK Engineers, I am pleased to submit our proposal in response to the Town of Waitsfield's Request for Proposals for conceptual design and cost estimating services for the planning of a new Town Highway Garage at 761 Tremblay Road.

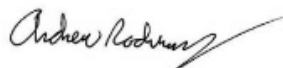
We appreciate the Town's vision for a modern, efficient facility and recognize the importance of developing a reliable conceptual building layout and preliminary construction cost estimate to guide future design, budgeting, and decision-making. Our team brings extensive experience in municipal garage and public works projects, with a proven track record in delivering early-stage design support and cost analysis for similar facilities.

Our proposal includes:

- A professional, scaled site and building layout drawing based on your preliminary sketch, with recommendations for site circulation and structural options.
- A conceptual-level opinion of probable construction costs using localized materials and labor rates, including cost ranges for optional features such as radiant heated floors, insulation types, septic system installation, and wash bay installation.
- A concise summary report with key design considerations, potential phasing options, and a high-level construction timeline for planning purposes.

We are committed to providing the Town of Waitsfield with the expertise and attention to detail necessary to refine the conceptual design and develop reliable cost information. We look forward to the opportunity to collaborate with the Town of Waitsfield and contribute to the successful planning of the new Town Highway Garage.

Sincerely,



Andrew Rodriguez, PE
Senior Engineer
MSK Engineers
arodriguez@mskeng.com
(802) 487-6311



I. INTRODUCTION

People-First Engineering

We are a privately-owned Vermont-based multidisciplinary civil engineering consulting firm that has been developing and improving the critical physical resources that communities depend on for over 30 years. We serve the public, nonprofit, and private sectors, and we specialize in supporting our clients throughout all stages of the infrastructure development process that accompany revitalization and redevelopment.

Our Professional Services Include:

- Civil/Site
- Construction Administration
- Financial Planning
- Geotechnical
- Permitting & Planning
- Stormwater Management & Design
- Survey & Mapping
- Water & Wastewater System Design

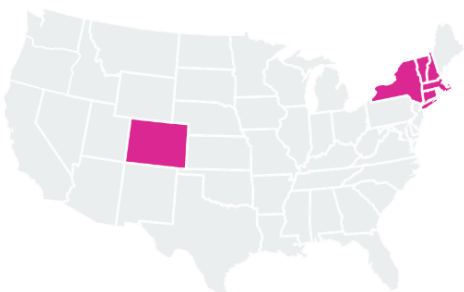


Our Philosophy

Founded in 1993, our mission has always been to advance infrastructure that helps communities thrive by keeping people **safe, healthy, and connected**.

As multidisciplinary professionals, we provide support throughout the entire project lifecycle. This includes leading scoping studies, developing project budget and conceptual designs, overseeing design development and construction, survey and deed research, management of state and federal funding, and providing support to help navigate Vermont's multiple permitting processes in order to maintain compliance. We strive to create opportunities that enhance community health and promote economic revitalization. Whether it be downtown redevelopment, recreation trail improvements, affordable housing site design, or water system upgrades to provide clean drinking water to all citizens, we design infrastructure that makes life better.

We are currently licensed in **CO, CT, MA, NH, NY, and VT**



Our Offices:

- Burlington**
 - 1 Lawson Lane
 - Suite 320
 - Burlington, VT
 - 05401
- Bennington**
 - 150 Depot St
 - Bennington, VT
 - 05201
- West Lebanon**
 - 93 South Main St
 - Suite 203A
 - West Lebanon, NH
 - 03784

Markets We Serve:

- Industrial
- Commercial
- Institutional
- Municipal
- Nonprofit
- Private
- Public

Our History

We were founded in 1993 as a small locally focused firm providing high-quality civil engineering, survey, and construction administration services out of offices in Bennington and Shaftsbury, Vermont. In 2014, the company moved into the historic Bennington Station building, a former rail depot built at the turn of the twentieth century. In 2015, civil engineer (now owner and president) Jason Dolmetsch bought the practice after 17 years with the company. Jason guided MSK's growth that was sparked by several major municipal water system projects in the Bennington region.

Still headquartered in Bennington, with a growing number of offices in Vermont and New Hampshire, our engineers design and administer hundreds of municipal infrastructure projects throughout the greater New England area. Our growing staff of 45+ engineers, technicians, interns, and operational specialists enable us to provide a diverse background and wide range of technical skills and experiences, allowing us to tailor our teams to each client and project's specific needs.

II. PROJECT APPROACH

Our approach begins with a will review the preliminary concept visit the site to understand existing conditions. Using the Town's hand sketch as a foundation, our team will develop a professional, scalable conceptual layout, recommending improvements to site circulation and building organization.

Throughout the process, we'll maintain open communication with Town representatives, ensuring the design reflects operational needs and future flexibility. We will prepare a conceptual-level opinion of probable cost of construction using local rates, including optional features such as radiant heated floors, insulation alternatives, septic system installation, and a wash bay.

Our deliverables will include a concise summary report with the conceptual layout, estimated costs, key design considerations, and a high-level construction timeline. If requested, we are prepared to present our findings at a public meeting to engage stakeholders and answer questions.

By leveraging our experience with similar municipal projects, we aim to provide actionable information and a clear path forward for the Town of Waitsfield.

III. SCOPE OF WORK

Conceptual Site and Building Layout

Our team will develop a professional, scaled site and building layout drawing based on the Town's preliminary sketch. We will recommend improvements to site circulation and building organization, ensuring the design supports efficient operations and future flexibility. Presentation-ready materials will be prepared for Town review and feedback

Preliminary Construction Cost Estimate

We will prepare a conceptual-level construction cost estimate using local materials and labor rates, providing cost ranges for key optional features such as radiant heated floors, insulation types, septic system installation, and a wash bay. Value engineering recommendations will be included to help the Town make informed decisions about project scope and budget.

Summary Report

At project completion, we will deliver a concise summary report that includes the conceptual building layout, estimated total cost and optional items, key design considerations, potential phasing options, and a high-level construction timeline. This report will serve as a foundation for future planning and decision-making.

Assumptions

This scope is limited to early-stage design support and conceptual services. Full architectural / engineering services, permitting, bidding, and construction administration are not included.

IV. WORK SCHEDULE

Milestone	Estimated Date
Conceptual Site and Building Layout	4-6 weeks after award
Preliminary Cost Estimate	3 Weeks after acceptance of conceptual design
Stakeholder Engagement & Feedback	Concurrent with Phases 2-3
Summary Report Preparation	1 Week
Optional Public Presentation	As Requested
Draft Conceptual Design & Cost Estimate	Total: 8-10 weeks after award
<i>* Timeline may be adjusted based on Town feedback and scheduling of meetings or presentations</i>	

V. BUDGET

Our fee proposal is structured as a lump sum for the full scope of conceptual design and cost estimating services, in alignment with the Town's preference outlined in the RFP.

	MSK Person Hours							Expenses & Subconsultants	
	DOLMETSCH Principal Engineer	RODRIGUEZ Licensed Engineer III	RICCARDI Licensed Engineer II	CHALOUX Technician VI	SUNDSTROM Engineer II	FROST Engineer I	JAKAB Technician II	Misc Labor & Direct Costs	TOTAL COST
1 Conceptual Site Plan									\$7,095
Site Visit		3					3		\$1,095
Sheet set up						4			\$480
Base map		1				10			\$1,445
Layout	1	3				16		\$120	\$3,075
Coordination								\$1,000	\$1,000
2 Preliminary OPC									\$2,300
Overall			4		8			\$380	\$2,300
3 Summary Report									\$4,000
Report		2		2		10		\$480	\$2,570
Meeting		2				4			\$970
Coordination								\$460	\$460
Total Hours	1	11	4	2	8	44	3		
Labor Rate	\$300	\$245	\$210	\$200	\$135	\$120	\$120		
TOTAL COST	\$300	\$2,695	\$840	\$400	\$1,080	\$5,280	\$360	\$2,440	\$13,395

VI. PROJECT TEAM

Our project team brings together experienced professionals in municipal facility planning, conceptual design, and cost estimating. Each member has a strong track record of supporting Vermont towns with public works and highway garage projects, ensuring designs are practical, cost-effective, and aligned with local needs. The team includes specialists in site layout, construction cost analysis, and stakeholder engagement, all committed to delivering clear, actionable results that support the Town of Waitsfield's planning and budgeting goals.



ANDREW RODRIGUEZ, PE joined MSK in the Fall of 2018 as a Staff Engineer and is currently part of our design team overseeing and completing project plan sets and permit applications. With over 15 years of civil and geotechnical engineering experience, he has managed projects ranging from single family residential site design to commercial and institutional site development.

Andrew has both experience and formal training in project management, and as lead engineer, he applies this expertise to overseeing development of conceptual alternatives, plan production, timely completion of team deliverables, coordination with subconsultants, and management of public meetings.

Contact

(802) 487-6311 | arodriguez@mskeng.com

Experience

6 years with MSK, 8 with other firms

Education

- MS, Geotechnical Engineering
- BS, Civil Engineering
- UMass Dartmouth, Dartmouth, MA

Licensure

- Registered Professional Engineer
- Vermont, New York & Massachusetts

Certifications & Trainings

- OSHA 10-Hour Construction Safety Health Training
- Licensed Soil Evaluator, Massachusetts

STORMWATER

| Town Garage Stormwater Scoping Study, Castleton, VT

- Worked with the Town to identify stormwater concerns on the site related to contamination caused by the storage of salt and sand on the property.
- Ensured client compliance with applicable state regulations to manage stormwater quality in impaired watershed.
- Performed site visits and desktop analysis and reviewing hydraulic modeling to develop conceptual alternatives.
- Created a feasibility study detailing results of the investigation and evaluating alternatives.

| B&D Product Distribution Center Commercial Development, Barre, VT

- Oversaw coordination with municipal, county, and state agencies on permitting, site design, and development of an approximate 5,000 square foot warehouse building of dedicated office space on an existing commercially zoned property.
- Oversaw and reviewed wastewater permitting, 9020 and 9050 stormwater permitting, and local permitting.

| Northside Drive Self-Storage Design, Bennington, VT

- Worked with client and regulators to obtain 9020 and 9050 stormwater permits for a proposed self-storage facility.
- Participated in project management, provided mentorship, and oversaw stormwater treatment and site design work performed by junior colleagues.

SITE CIVIL

| Hoosick Self Storage Development, Hoosick Falls, NY

- Managed the design and permitting for the renovation and development of an existing building into a shared storage facility.
- Worked with the survey and geotechnical teams to develop site plans which included a Phase I ESA, records review, existing conditions, Stormwater Pollution Prevention Plan, and an onsite inground wastewater system.

| Casella Waste Management, Various locations, VT

- Currently assisting with permitting, site design and environmental services for Casella Waste Management at 7 of its Southern Vermont locations.
- Currently perform regular stormwater inspections, state, and local permitting amendments and recertifications, water and wastewater system design, and site survey work associated with existing site modifications.
- Currently provide site and permitting review services for potential site acquisitions.

| 108 Northside Drive/Starbucks and Chipotle Development, Bennington, VT

- Coordinated with Schiff Properties and Marker Construction Group to provide site civil engineering and permitting services for a property on Vermont Route 7A in Bennington.
- Worked with the design team to coordinate demolition of the existing building and construction of two new buildings, together with sidewalks, parking, new utilities, lighting, drainage, signage, and other site features.

| Head Start Recreation Center Improvements, Bennington, VT

- Designed stormwater infrastructure to manage runoff associated with a \$3.5 million Head Start addition to the Bennington Recreation Center.
- Produced a plan that uses direct treatment of new runoff to manage more than half an acre of additional impervious surface.
- Provided treatment through vegetated surfaces and subsurface infiltration chambers, with overflow directed into the municipal stormwater system.
- Obtained a Vermont stormwater discharge permit for the project, as well as a Vermont stormwater construction general permit.
- Coordinated and communicated with 5 project partners and owner to meet project schedules.



CHUCK RICCARDI, PE joined MSK in 2024 and is a key contributor to our construction administration, civil, environmental remediation, and geotechnical engineering practice areas. He has over 20 years of management experience that includes stakeholder engagement, construction administration, developing contract documents, constructability reviews, contractor coordination, oversight of contract compliance, quantity tracking, and inspection activities across many sites. He has provided guidance, mentorship, and administration of construction and inspection activities across a variety of stormwater improvement projects, including construction of a new skatepark, reconstruction of athletic fields, improvements to pedestrian parks, and various slope stabilization and remediation projects for Vermont's water systems.

Contact

(802) 613-7713 | criccardi@mskeng.com

Experience

1 year with MSK, 20 years with other firms

Education

- MS, Civil Engineering/Geotechnical
- BS, Civil Engineering
*University of Massachusetts,
Amherst, MA*

Certifications & Trainings

- NYCCDC Watermain Inspection
- Natural Shoreland Erosion Control
- OSHA 10 Construction Training
- OSHA 30 Construction Supervisor
- OSHA 40 HAZWOPER

Licensure

- Registered Professional Engineer
New York, Vermont, Massachusetts

SITE CIVIL

| Bennington Skatepark, Bennington, VT

- Assisted stakeholders with contractor qualification review and contractor coordination for the transformation of an existing parking lot into a skatepark.
- Supported the MSK design team with sitework design reviews, constructability analysis, material takeoffs, and opinions of probable cost.

| Welling Field, North Bennington, VT

- Supported the design of the reconfiguration and reconstruction of a local athletic field into multi-purpose athletic fields which included field layout and grading, cut/fill analysis, drainage swales, and appropriate demo and construction planning.
- Helped prepare an application to the Vermont Agency of Natural Resources to obtain a Construction General Permit 3-9020 for the discharge of stormwater runoff from construction activities.
- Prepared technical specifications, bid documents, and bid solicitation as well as administered the bid opening process.

| Battenkill Valley Health Center (BVHC), Arlington, VT

- Performed design review and constructability analysis for a parking lot improvement project that included permitting, tree removal, subgrade replacement, asphalt paving, sidewalks, modular retaining wall installation, septic tank upgrade, ADA ramp, new site lighting, and restoration.
- Prepared bid documents, technical specifications, bid solicitation and administered the bid opening process.
- Managed construction administration from the bidding phase throughout the entire construction phase including stakeholder engagement, preconstruction and progress meetings, contractor oversight, testing, submittal reviews, and pay application approvals.

WATER TREATMENT

| Battleground Condominiums, Fayston, VT

- Prepared bid documents, technical specifications, bid solicitation and administered the bid opening process for a DWSRF funded water treatment plant upgrade project that includes a new treatment building, electrical upgrades, new water treatment equipment, backwash tank, drywell, and standby generator.
- Managed construction administration throughout the construction phase, including stakeholder and regulator coordination, preconstruction and progress meetings, construction oversight, testing, submittal reviews, and pay application approvals.

| Mt Holly School, Mt Holly, VT

- Currently preparing bid documents and preparing to administer the bid solicitation process for a water system improvement project that proposes horizontal directional drilling of new water lines to protect potentially archeologically sensitive areas, construction of a new treatment building, new pumps, water system equipment upgrades, precast storage and settling tanks, absorption trenches, site improvements, and associated mechanical and electrical upgrades.

TRANSPORTATION

| Benedict Bridge Feasibility Study, Arlington, VT

- Supported the MSK design team with a feasibility study, alternative options and analysis, material takeoffs, and opinions of probable cost.

| Salt Ash Roadway Improvement Design, Plymouth, VT

- Supported the MSK design team with preliminary design review, constructability analysis, material takeoffs, and opinions of probable cost for roadway improvements and culvert replacements.



ABBY CHALOUX joined MSK in 2016, bringing her decade-long experience in residential and commercial property transactions in the legal field. As a project manager and permitting specialist, she successfully manages the permitting process on both the local and state levels. Her attention to detail and strong communication skills have proven her to be an effective link between design, regulatory, and construction teams.

She is a key player in MSK's daily and weekly planning activities, giving her a comprehensive and constantly up-to-date understanding of MSK's projects and permitting priorities. Abby supports our team on questions of compliance and stays current on permitting requirements as they change over time. Outside of the office, Abby serves as a justice of the peace and a member of the Board of Civil Authority for the Town of Shaftsbury.

Contact

(802) 828-7926 | achaloux@mskeng.com

Experience

9 years with MSK, 10 with other firms

Education

- BA, History
*Hobart and William Smith Colleges,
Geneva, NY*

Permitting Experience

- VT Act 250 Land-Use
- Local Zoning
- VT Wastewater Disposal & Potable Water Supply
- VTrans Access Permit
- NEPA Categorical Exclusion
- VT ANR Stream Alteration
- USACE General

SITE CIVIL

| **Okemo Trailside Condominium Association, Okemo Mountain, Ludlow, VT**

- Prepared a Town of Ludlow local permit and Act 250 permit for the expansion of an existing fire protection system at a mountain side condominium development.
- Coordinated with all subconsultants required for the design and permitting of the new dedicated fire suppression water line.

| **B&D Product Distribution Center, Barre, VT**

- Coordinated with municipal, county, and state agencies on permitting for site design & development of an approximately 5,000 square foot warehouse building of dedicated office space on an existing commercially zoned property.
- Prepared permit applications to the Town of Barre for zoning approval. Coordinated with the Municipal Zoning Administrator to ensure project compliance with zoning bylaws and regulations.
- Prepared an Act 250 Land Use permit application for an amendment to an existing permit series, including coordination with the Vermont Agency of Agriculture to confirm mitigation plan to preserve primary agricultural soils on site.

HOUSING & LOCAL DEVELOPMENT

| **B&D Product Distribution Center, Pomfret, NY**

- Completed Special Use Permit Application (including an Agricultural Data Statement) to the Town of Pomfret and Chautauqua County Municipal Zoning Referral Form for approval of a product warehouse and distribution center.
- Prepared a Short Environmental Assessment Form, including coordination with independent archaeological consultant for State Historic Preservation Office review

| **Hoosick Falls Shared Storage, Hoosick Falls, NY**

- Prepared a permit application package for review by the Town of Hoosick Planning Board, including a detailed project narrative and review letter, plan set and other relevant permit applications for stormwater and wastewater treatment for a proposed self-storage unit facility.
- Coordinated with client and project team to assemble a Short Environmental Assessment Form for municipal review.

| **SVMC Campus Subdivision, Bennington, VT**

- Coordinated with survey and attorney for client on permitting requirements for the subdivision of a 5.75-acre parcel from the main hospital campus; reviewed ALTA survey for clarity and accuracy.
- Prepared Act 250 permit amendment to existing permit series for the subdivision of the lot.

| **Tri-State Federal Credit Union, Bennington, VT**

- Prepared permitting documents for the construction of a bank branch on undeveloped lot on Washington Avenue in Bennington, Vermont, located in the Flood Hazard Overlay (FHO) District.
- Coordinated with the Regional Floodplain Manager for the Department of Environmental Conservation to confirm the building design would not be impacted by a major flood event.
- Applied for a local permit from the Town of Bennington Development Review Board for the construction within the FHO District.

| **SVMC Emergency Department Modernization, Bennington, VT**

- Prepared Local & Act 250 permitting to support the design of a waterline, building addition, and building connector for modernization of the Southern Vermont Medical Center in Bennington, VT. The project involved the demolition of a historic structure to accommodate the redevelopment of the hospital's emergency department.
- Worked with a land use attorney and historic preservation consultant to prepare documentation for approval by the Division of Vermont Historic Preservation in concert with Act 250 review.



JULIE CORNELL, PE joined MSK in August 2023 and is a key contributor to our civil and water resources teams, focusing on stormwater and wastewater design, inspection, reporting, and permitting. Originally hailing from Minnesota, she brings a diverse background of experience ranging from soils testing and inspection to design.

Her permitting expertise includes state and local wastewater permitting as well as stormwater 9020 and 9050 amendments and recertifications. She also regularly assists with site survey and provides leadership for inspections, development of Stormwater Pollution Prevention Plans, and various environmental services for commercial and residential clients throughout Southwestern VT.

Contact

(802) 828-7931 | jcornell@mskeng.com

Experience

2 years with MSK, 10 years with other firms

Education

- BCE, Civil Engineering
University of Minnesota, Twin Cities, MN

Licensure

- Registered Professional Engineer
Vermont, Minnesota

Certifications & Trainings

- OSHA 10-Hour Construction Safety
Health Training

SITE CIVIL

| Welling Playing Field Design, North Bennington, VT

- Supported the design for the reconfiguration of a local athletic field, which included field layout and grading, drainage swales, and appropriate demo and construction planning.
- Managed local permitting and prepared an application to the VT Agency of Natural Resources to obtain a 9020 permit for the discharge of stormwater runoff from construction activities.

| B&D Warehouse Facility Commercial Development, Hudson & Pomfret, NY

- Participated in the coordination with municipal, county, and state agencies on permitting, site civil design, and development of an approximate 5,000 sf warehouse building of dedicated office space on an existing commercially zoned property.
- Identified potential pollution locations and developed the best management practices to meet EPA standards.
- Wrote and implemented a Stormwater Pollution Prevention Plan (SWPPP) which was implemented during construction of the project.
- Supported all permitting including wastewater, stormwater 9020 and 9050, and local permitting.

| Casella Waste Management, Brattleboro & West Rutland, VT

- Currently assisting with various multidisciplinary projects in 7 of Casella's locations to address stormwater treatment, pollution prevention, spill prevention, and site design.
- Supported stormwater inspections, state and local permitting amendments and recertifications, water and wastewater system design, and design work for existing site modifications.
- Wrote and implemented a SWPPP as well as a spill prevention plan.
- Worked to identify the potential pollution locations and develop the best management practices to meet EPA standards.
- Designed and permitted a stormwater treatment system for a 10-acre recycling and maintenance facility in West Rutland, VT to meet the state's new stormwater rules.
- Planned the site design for a new transfer station building in Brattleboro, VT.

STORMWATER

| Spring Lake Ranch System Design, Shrewsbury, VT

- Supported the design and permitting for stormwater treatment, wastewater treatment, a potable water system, and roadway design for a 4-building residential development.
- Researched, designed, and drafted project deliverables along with permitting the systems to current technical standards.

| Bennington Project Independence Expansion, Bennington, VT

- Designed and permitted the retrofit stormwater treatment system to current technical standards in order to support the expansion of an existing adult care center.
- Supported the modeling of hydraulic conditions, researched and designed the system, helped with permitting additional impervious surface, and designed the site grading to meet both stormwater and geotechnical standards.

| Prospect Trail Expansion, Prospect Mountain, VT

- Provided project management and oversight for engineering services for the Prospect Mountain Association's replacement of a septic system and expansion of the existing trail network for a cross-country ski facility.
- Assisted in preparation of Act 250 Land Use permit amendment application.

| Groundworks Housing Facility Development, Brattleboro, VT

- Provided project management and oversight for the design and development of new residential housing to increase capacity and staff safety standards.
- Assisted project site design, client coordination, budgeting, and permitting.
- Supported contaminated soils remediation planning.

VII. RELEVANT WORK EXPERIENCE

MSK Engineers has a strong record of delivering successful municipal facility and infrastructure projects throughout Vermont and the surrounding region. Our experience includes conceptual design, cost estimating, and planning for public works garages, highway facilities, and related municipal buildings—directly aligning with the goals of the Waitsfield Town Garage project.

Shaftsbury Public Works Complex Site Redevelopment



Client: Town of Shaftsbury, VT

Location: Shaftsbury, VT

Dates: 2017-2019

Services Highlights:

- Act 250 Coordination
- Concept Design
- Construction Plans
- Onsite infiltration testing
- Survey
- Wastewater & Water Supply Design
- Permitting
- Construction Administration

Client Contact:

Mike Yannotti
526 North Road
Shaftsbury VT 05262
dpw@shaftsburyvt.gov
(802) 681-7240

CHALLENGE

In 2017, MSK worked with the Town of Shaftsbury to redevelop the Town's public works and transfer station facilities. Prior to the redevelopment, there was limited stormwater management on site.

SOLUTION

MSK provided site development, wastewater system design, stormwater management planning, and permitting services for the project. The garage site design included demolishing two dilapidated houses, relocating the attendant's hut, and reorganizing existing transfer station elements for temporary waste storage.

Our survey team reviewed existing conditions through a limited property survey and permit evaluation. We coordinated with the road foreman and TAM, Inc. to assess project feasibility. We assisted the client in obtaining a stormwater operational permit, a construction general permit, and an amendment to the Town's solid waste permit. The stormwater management plan covered nearly one acre of existing impervious surface and an additional acre of new impervious area. The design featured impervious swales to direct runoff to pretreatment sand forebays and sand filters for treatment and infiltration. A dry pond downstream of the sand filtration zone was included to manage

runoff during high-volume storm events. After completing survey and design, we managed the bidding process and oversaw construction administration.

RESULTS

The redeveloped site has addressed previous site deficiencies and now features a new transfer station, highway garage, salt shed, pole barn for municipal equipment storage, salt and sand piles, a parking lot, fuel storage, and a comprehensive stormwater management system. Construction was completed in 2019.

Municipal Highway Garage & Transfer Station



Client: Town of Castleton, VT

Location: Castleton Transfer Station
393 Staso Road, Castleton VT

Dates: 2020-2022

Services Highlights:

- Act 250 Coordination
- Concept Design
- Coordination with Local & State Regulators
- Feasibility Review/Scoping Study
- Stormwater Design

Client Contact:

Devon Neary, Executive Director
Rutland Planning Commission
(802) 775-0871 x203

CHALLENGE

The Town of Castleton's salt and sand storage area, municipal highway garage, and transfer station are situated on a 29-acre parcel in the Lake Champlain basin, which has been negatively affected by non-point-source pollution. To comply with regulations associated with the State of Vermont's Total Maximum Daily Load targets for the Champlain watershed, the Town has been managing erosion on the property for several years.

SOLUTION

In Fall of 2020, the Town of Castleton—with support from the Rutland County Regional Planning Commission and funding from the VTrans Municipal Assistance Bureau—contracted with us to develop conceptual approaches to mitigate chloride contamination. This was achieved by locating a new sand shed to house the existing exposed sand pile and bring the whole site into compliance with the state's Three-Acre Stormwater General Permit and Municipal Roads General Permit.

We also partnered with the University of Vermont's Consulting Archaeology Program to conduct the required archaeological and historical resource assessments and Fitzgerald Environmental Associates on hydraulic and hydrologic assessments and stormwater treatment design.

RESULTS

The stormwater scoping study delivered by MSK in 2022 was able to meet the needs and support the Town of Castleton's compliance goals.

B&D Holdings Product Distribution Center



Client: B&D Holdings, LLC

Location: Parker Road & Bolster Road
Barre, VT

Dates: 2022–2024

Services Highlights:

- Site Design
- Stormwater Design
- Survey
- Permitting
- Coordination with Local & State Regulators
- Permit Inspections & Certification
- Construction Administration
- Construction Plans

Client Contact:

Wyatt Lucas
67 Mountain Boulevard
Warren, NJ 07059
wyatt@bndholdings.com

CHALLENGE

B&D Holdings, a privately held industrial real estate development firm, required MSK's services for the development of an approximate 8,000 sf product distribution center "last mile" warehouse building (including 1,000 sf of dedicated office space) on an existing commercially zoned property within an industrial park in the Town of Barre, VT.

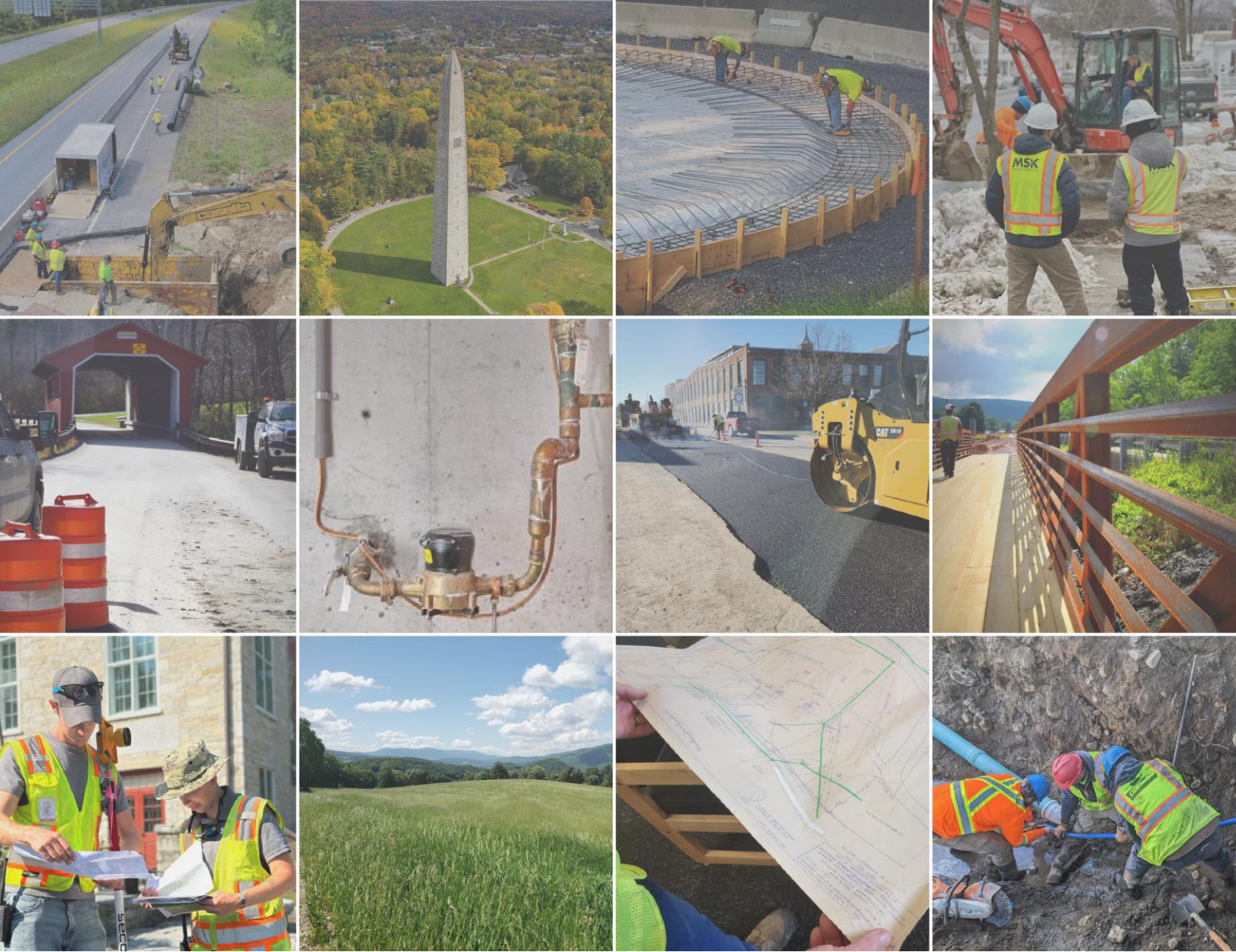
SOLUTION

Our design team provided conceptual designs, 65% permit drawings, 85% design development documents, construction plan documents, and limited construction administration services. As part of the scope, we prepared permit applications for zoning approval and coordinated with the Municipal Zoning Administrator to ensure project compliance with zoning bylaws and regulations. We also developed the Act 250 Land Use permit application for an amendment to an existing permit series, including coordination with the Vermont Agency of Agriculture to confirm the mitigation plan to preserve primary agricultural soils on the site. Wastewater and water supply permitting was also required for the building's new municipal connections.

The site was covered under an existing stormwater permit that had to be amended to reflect the new development. Stormwater treatment compliance was met utilizing Tier 1 and 2 treatment practices with the project parcel.

RESULTS

Construction was completed in June 2024.



THANK YOU



Town of Waitsfield
New Town Garage Building

761 Tremblay Road, Waitsfield, Vermont

PROPOSAL FOR DESIGN SERVICES ❖ SEPTEMBER 26, 2025



Peter J. Garceau, P.E.
President

CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel. : 802.524.2113 • Fax: 802.524.9681
E-mail : pgarceau@crossconsultingengineers.com

TABLE OF CONTENTS

1 Project Approach.....	3
2 Qualifications and Experience.....	3
Cross Consulting Engineers (CCE).....	3
3 CCE Relevant Building Projects	4
4 Scope of Services.....	4
1.0 Conceptual Design.....	4
5 Fee Schedule	5
6 Timeline	5
7 Summary	6
8 Appendix.....	6
Resumes	6
References	6
Project Data Sheet.....	6



Peter J. Garceau, P.E.
President

CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel. : 802.524.2113 • Fax: 802.524.9681
E-mail : pgarceau@crossconsultingengineers.com

1Project Approach

Cross Consulting Engineers, located in St. Albans, Vermont, is pleased to submit this proposal in response to the Town of Waitsfield's New Town Garage project. Our team has developed a conceptual design that aligns with the Town's needs and draws upon our extensive experience in delivering cost-effective, low-maintenance, and energy-efficient municipal buildings.

In addition to the building layout, we will prepare a conceptual site design, incorporating stormwater mitigation and wastewater system design, in compliance with local and State requirements.

According to the sketch provided with the RFP, the facility is to be approximately 8,760 square feet (146 ft x 60 ft) and include:

- 7 truck bays
- A wash bay
- Storage area
- Workshop space
- Room for additional equipment
- Office area and restroom

2 Qualifications and Experience

Cross Consulting Engineers (CCE)

CCE has a great deal of experience in all aspects of design, engineering and permitting for residential, commercial, agriculture, institutional and industrial projects throughout Vermont. We have been providing these services for almost 40 years and have developed a good reputation for solid, cost-effective engineering services. Our clients include municipalities, institutions, nonprofits, industries and private developers. Our projects range from small commercial developments such as subdivisions to large scale industrial building design. We typically provide complete engineering services from the conceptual phase through the completion of construction. Those services normally include schematic design, design development, construction documents, bid phase assistance and construction administration.

In addition to the traditional design services, we also have a great deal of experience applying for and obtaining municipal, State and Federal permits for projects within the State of Vermont. Each year we prepare dozens of permit applications for Act 250 Permits, Wastewater System and Potable Water Supply Permits, Stormwater Discharge



CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel.: 802.524.2113 • Fax: 802.524.9681
E-mail: pgarceau@crossconsultingengineers.com

Permits, local zoning permits and other site related permits. Our team of 7 staff members includes 2 civil engineers, one engineer in training, one waste water / wetland engineer, one architect, and administrative personnel. We have experience designing buildings and sites with values up to \$30,000,000. Most of our building design projects, however, fall in the cost range of \$1,000,000 to \$10,000,000.

The following key personnel will be assigned to the Town of Jericho project:

Pete Garceau, PE, Civil Engineering Manager and Principal in Charge

Nick Bouton, PAE, Project Manager

Vawn Edele, RA, Project Architect

Resumes of each key personnel can be found in the Appendix.

3 CCE Relevant Building Projects

CCE has included Project Data Sheets for similar projects in the Appendix to reflect the broad spectrum of services provided by the proposed design team and indicate our range of experience in building design.

4 Scope of Services

Cross Consulting Engineers proposes to provide the services requested in the Request for Proposals, which are summarized as follows:

1.0 Conceptual Design

- a. Prepare conceptual civil and architectural plans for review and comment.



CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel.: 802.524.2113 • Fax: 802.524.9681
E-mail: pgarceau@crossconsultingengineers.com

5 Fee Schedule

Civil:

Wastewater test pits, written report and conceptual plan
Site survey / Existing Conditions drawing
Conceptual plans
Refine plan per meeting comments
Prepare estimate

Civil Fee \$10,000

Architectural:

Conceptual drawings including plan, elevations and 3-D view
Meeting Review
Refine plan per meeting comments
Prepare estimate
Prepare permitting and construction timeline

Architectural Fee: \$6,500

Total Fee: \$16,500

6 Timeline

The following schedule assumes the awarding and receiving of the proposal as noted in the RFP on October 28th, 2025

2025

November 3rd Begin conceptual design, schedule test pits and site surveying.
December 19th Complete conceptual plans for town review.

2026

Early January schedule a meeting to review the conceptual drawings with the Town representatives
Late January 2026 complete the conceptual plan incorporating the Town comments.
Also provide a preliminary construction cost estimate and high-level timeline.



CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel. : 802.524.2113 • Fax: 802.524.9681
E-mail : pgarceau@crossconsultingengineers.com

7 Summary

Cross Consulting Engineers is pleased to submit this proposal for the conceptual design of a new town garage facility for the Town Waitsfield. We understand the Town is seeking a durable, functional, and cost-effective structure that meets the operational needs of its public works department while incorporating energy efficiency, code compliance, and long-term serviceability.

Our team brings extensive experience in municipal building projects, including public works facilities, vehicle maintenance garages, and storage complexes. We specialize in delivering high-quality structures that balance performance, sustainability, and budget-conscious design.

We are committed to working collaboratively with Town officials and stakeholders throughout the design and construction process. Our goal is to deliver a garage facility that serves the Town's needs for decades to come while demonstrating our commitment to excellence in municipal construction.

We appreciate the opportunity to be considered and look forward to the possibility of partnering on this important project.

8 Appendix

Resumes
References
Project Data Sheet



Peter J. Garceau, P.E.
President

CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel.: 802.524.2113 • Fax: 802.524.9681
E-mail: pgarceau@crossconsultingengineers.com

Peter J. Garceau, P.E.

Education

Clarkson University, Potsdam, NY
Bachelor of Applied Science (Civil and Environmental Engineering), 2000

Employment Experience

President
Cross Consulting Engineers, P.C.
103 Fairfax Road
St. Albans, VT 05478
May 1999 to Present

Membership in Professional Associations

American Society of Civil Engineers

Professional Registration

Professional Engineer, State of Vermont



Summary of Qualifications

Mr. Garceau is responsible for managing and conducting a wide variety of Civil Engineering projects including site development, land use planning, water supply, wastewater disposal, and permit assistance. He has prepared engineering reports, designs and plans for residential subdivisions, soil and rock extraction, industrial parks, commercial and municipal projects, storm water management, erosion and sedimentation control, sanitary sewer pump stations, water distribution systems and connections, on-lot sanitary sewer systems, hydraulic design of bridges, and culvert design. He routinely performs many of the site designs, stormwater system designs and utility designs for the firm. He prepares all the necessary State and Local permit applications for his projects. He is a licensed professional engineer in Vermont. Mr. Garceau has in-depth training in AutoCAD Civil 3D, HydroCAD, and additional engineering programs.

Civic Organizations

Member St. Albans Rotary Club
Member Building Committee Franklin Grand Isle United Way
St. Albans Skating Association Board of Directors
Northwestern Medical Center, Inc. Board of Incorporators

Nicholas Bouton, P.E.

Education

Clarkson University
Bachelor of Science, Civil Engineer Degree, 2017

Employment Experience

Project Engineer
Cross Consulting Engineers, P.C.
St. Albans, VT
May 2017 to Present

Surveyor
LaRose Surveys
Bristol, VT
September 2012 to Present



Professional Registration

Professional Engineer, State of Vermont

Summary of Qualifications

Mr. Bouton recently completed his 4-year degree from Clarkson University. While at Clarkson he gained experience in ArcGIS and Autodesk Revit software and is also proficient in AutoCAD, Excel, Word and Power Point.

Mr. Bouton is assisting other engineers at Cross Consulting Engineers with site planning, stormwater design, grading and utilities, site permitting and structural design. He prepares AutoCAD plans, writes specifications, and prepares permit applications.

Vawn A. Edele, RA

Education

Bachelor of Architecture, University of North Carolina, Charlotte, 1985
Bachelor of Arts and Science, University of North Carolina, Charlotte, 1983

Employment Experience

Cross Consulting Engineers, P.C.
103 Fairfax Road
St. Albans, VT 05478
January 2012 to Present

Warren Platner Architects
New Haven, CT
1983-1991

Z:Architecture/Huelster Design Studio
Westport, CT
1998-2008

Kevin Roche John Dinkeloo Associates
Hamden, CT
1977-1979



Professional Registration

Licensed Architect, Vermont
LEED Green Associate

Summary of Qualifications

Mr. Edele is responsible for Code Review, architectural design, coordination with structural, mechanical, plumbing and electrical disciplines and construction administration for a wide variety of structures designed by Cross Consulting Engineers.

Recent projects include:

- Various projects at the Mylan facility in St. Albans.
- St. Albans Town Garage - constructed in 2018.
- Fairfield Center School Art and Music addition - constructed in 2019.
- Barry Callebaut Office addition and building interior modification to be completed in 2022.

While employed as an architect in Connecticut, Mr. Edele's experience primarily involved design of high-end residential structures. That experience has provided the foundation for the design of institutional and industrial structures by Cross Consulting Engineers.



CROSS CONSULTING ENGINEERS, P.C.

103 Fairfax Road, St. Albans, Vermont 05478-6271 • Tel. : 802.524.2113 • Fax: 802.524.9681

REFERENCES

Dominic Cloud, City Manager
City of St. Albans
P.O. Box 867
St. Albans, VT 05478
(802) 524-1500
d.cloud@stalbansvt.com

Tim Smith, Director
Franklin County Industrial Development Corp.
P.O. Box 1099
St. Albans, VT 05478
(802) 524-2194, ext 13
Tim@fcidc.com

Jay Cummings, Business Development Officer
Peoples Trust Co.
25 Kingman Street
St. Albans, VT 05478
802-752-1806
JCummings@ptcvt.com

Elmore, VT – Town of Elmore

New Town Garage - 2023

Client: Town of Elmore
Contact: Glenn Schwartz, Town Administrator
Tel: (802) 888-2637
E-Mail: gschwartz@elmorevt.org

CCE PM: Pete Garceau, PE
Scope of Work: Design of a 5600 SF steel frame Municipal Highway Department garage.



The Town of Elmore, Vermont Highway Department needed a new facility. They commissioned Cross Consulting Engineers to design and permit a new 5600 SF garage with four truck bays and office related spaces, including site design for stormwater and wastewater. The building is a pre-engineered steel structure with radiant heat, two office spaces and a breakroom.

Cross Consulting Engineers was the project engineer and prepared all civil, and architectural components for this project. The structural, mechanical, electrical and plumbing components were sourced out, contracted and coordinated with our office. The project was completed in 2023 at a value of \$2,100,000.

St. Albans, VT – Town of St. Albans

New Town Garage - 2019

Client: Town of St. Albans
Contact: Carrie Johnson, Town Administrator
Tel: (802) 527-8346 ext 5
E-Mail: c.johnson@stalbanstown.com

CCE PM: Pete Garceau, PE
Scope of Work: Design of an 18,122 SF Municipal Highway Department garage



The Town of St. Albans, Vermont Highway Department has outgrown its older facility located off Georgia Shore Road in St. Albans Bay. They commissioned Cross Consulting Engineers to design and permit a new 18,122 SF steel frame garage with 12 bays. This building was designed with radiant heat in the floor, a dual boiler system, small offices and break room space and included a wash bay for washing Highway Department trucks. The building is served by municipal water and sewer.

Cross Consulting Engineers was the project manager and performed all civil, architectural and structural design for this project. The mechanical, electrical and plumbing design was completed by Pearson and Associates. The Construction Manager was Connor Contracting, Inc.

This project has a construction value in 2019 of \$2,900,000.

Montgomery, VT – Town of Montgomery

New Town Garage - 2011

Client: Town of Montgomery
Contact: Charlie Hancock, Selectperson
Tel: (802) 326-4719
E-Mail: montgomeryselectboard@gmail.com

CCE PM: Brian Douglas, PE
Scope of Work: Design of a 7200 SF wood frame Municipal Highway Department garage.



The Town of Montgomery Highway Department had outgrown its older facility and the Selectboard received approval from the voters to build a new vehicle storage building and offices for the Department. This five bay, 7200 SF facility is located on VT Route 118 and was constructed in 2011.

Cross Consulting Engineers performed all civil, architectural and structural design and obtained all permits for this facility. The mechanical and electrical installation was performed using the design-build process. This project had a construction value in 2011 of \$550,000.

So. Burlington, VT – Farrell Distributing Corp.

Office Renovation and Expansion and New Vehicle Garage - 2015

Client: Farrell Distributing Corp.
Contact: Todd Bouton, General Manager
Tel: (802) 657-6174
E-Mail: ToddB@FDCVT.com

CCE PM: Peter H. Cross, PE
Scope of Work: Design of new and renovated offices, indoor truck parking facility and architectural improvements.



Farrell Distributing is a regional beverage distributor located in South Burlington Vermont. They have a 131,000 SF warehouse facility with associated office space. In 2014, they retained Cross Consulting Engineers to design a 25,000 SF truck parking garage to store beverage trucks over night. They also renovated all of their loading docks on the front of the building to convert them from interior loading docks to exterior loading docks. A new second floor was constructed over the new loading dock area to house executive offices and function rooms. As part of the design, the existing office space was renovated to modernize the facility, including the addition of a new elevator, stairways, conference rooms and upgrading restrooms. A new façade was constructed for the front of the building to improve the architectural style. The construction cost was \$8.5 million.

Cross Consulting Engineers performed all of the architectural and structural design work for this project and acted as Project Manager. Pearson and Associates performed the mechanical, electrical and plumbing design. DEW Construction Corp. was selected as the Construction Manager. The project was constructed in 2015.

St. St. Albans, VT – Peerless Clothing, Inc.

Warehouse Addition – 1998, 2005, 2011, 2017

Client: Franklin County Industrial Development Corporation
Contact: Tim Smith, Executive Director
Tel: (802) 524-2194, ext. 13
E-Mail: tim@fcidc.com

CCE PM: Peter Garceau, PE
Scope of Work: Design of large clothing distribution center



Peerless Clothing manufactures men's suits in Montreal, Quebec and overseas. They have their US distribution facility in the St. Albans Town Industrial Park. CCE has been involved with their facility since 1998. Three major buildings have been constructed along with associated parking lots, utilities and other site improvements. Peerless Clothing now has over 400 employees located at the St. Albans distribution center.

A major warehouse addition was designed by Cross Consulting Engineers in 1998 and constructed in 1999. This 40,000 SF warehouse is 48 feet in height and contains several levels of racking systems, including a mechanized sorting machine for men's suits. In 2005, Peerless Clothing had again outgrown their facility and commissioned the design of a new 80,000 SF warehouse facility. This facility is 50 feet high, contains four levels of racking systems, 20 loading docks and a major employee parking area and truck maneuvering area. This project included an overhead walkway 200 feet in length to connect buildings. The last project, completed in 2013, included a 72,000 SF addition to the building with 5 additional loading docks. CCE has designed a fourth building which is currently under construction. This building is 90,000 SF, 65 feet high and contains 5 rack levels.



Right Trak Design, Inc.
14B Tatro Drive
Goffstown, NH 03045
+16033842830
info@righttrakdesign.com
www.righttrakdesign.com

September 15, 2025

York Haverkamp
Town Administrator
4144 Main Street
Waitsfield, VT 05673

*Re: Proposal for Conceptual Design and Cost Estimating Services
New Town Highway Garage*

Mr. Haverkamp:

Right-Trak Design, Inc. (Right-Trak Design) thanks you for the opportunity to provide this proposal to complete conceptual design and cost estimating services as part of the proposed new Town Highway Garage in Waitsfield, Vermont.

RTD has completed hundreds of projects of varying size since its founding in 1994. We are dedicated to providing our clients with innovative and functional facilities and spaces that can be delivered within the required budgets and timelines. Our work is focused on federally funded or municipal projects, with many projects including preliminary concept design and programming for new construction and renovations. Our team is multidisciplinary and includes architects and engineers of various specialties and experiences. RTD will retain Granite Engineering, LLC (Granite Engineering) of Manchester, NH to complete work associated with site civil design.

We understand that the Town of Waitsfield is proposing to build a new approximately 8,760 square foot steel-framed garage to be used by its highway department. Preliminary sketches of the proposed garage include eight bays, one attached wash bay, dedicated mower and chipper storage space, general shop space, as well as office, breakroom, and bathroom areas. It is anticipated that a new septic system would be required at the site. The Town would like to explore the use of various features such as, radiant heat flooring and foam or other alternative insulation methods.

PROJECT APPROACH

Preliminary Study

Right-Trak Design and its subconsultant will review the property, proposed project, and preliminary sketches and assess requirements to conform with applicable code, ordinance, local zoning, and land use regulations. We will conduct one (1) virtual meeting with project stakeholders to understand the project requirements and intent.

Conceptual Design

Based on our preliminary study, we will prepare conceptual site and building plans. Building plans will consist of floor plans and elevations as needed for presentation purposes and to inform cost estimating and planning. We will assemble available information to create an electronic base map of the property and prepare a conceptual development plan illustrating the scope of the proposed project. The conceptual plans will consider local, state, and federal requirements. The conceptual site and building plans will be submitted to the Town and we will conduct up to two (2) virtual meetings with project stakeholders to discuss in detail the conceptual plans and anticipated permitting requirements.

As part of conceptual design, our multidisciplinary team will assess the concept as a whole to identify primary considerations for design and construction of the garage.

Preliminary Construction Cost and Schedule

We will prepare an opinion of cost and construction schedule based on the preliminary scope of work developed as part of conceptual design. Our opinion of cost and estimated construction schedule will include alternatives for the following features; radiant heat flooring, foam insulation and other alternative insulation methods, installation of a septic system, and installation of an attached wash bay.

Summary Report

We will prepare a brief final report that includes and summarizes the work described above.

QUALIFICATIONS AND EXPERIENCE

Right-Trak Design and its subconsultant, Granite Engineering, have over 30 years of experience completing architectural design and engineering for federally funded and municipal projects across New England. The firm has supported numerous entities with conceptual design and budgeting for proposed projects to guide planning and funding decisions. The Right-Trak Design and Granite Engineering teams are comprised of experienced designers, professional engineers, and construction estimators who possess the technical proficiency and municipal project experience required to deliver a comprehensive conceptual design and useful project cost and scheduling information to the Town of Waitsfield.

Relevant Example Projects

Lebanon Housing Authority Maintenance Garage – Right-Trak Design provided planning, design, permitting, representation at planning and zoning meetings, bidding, and construction administration services for an approximately 2,200 square foot maintenance garage in West Lebanon, NH. The wood-framed garage was supported with a slab-on-grade and exterior footings and included three large bays with overhead doors.



Station #9 – 575 Calef Road, Manchester, NH – This project involved demolishing the existing Manchester Fire Station #9 and constructing a new, modern station. The project focused on maximizing property use through efficient station layout. Additional site improvements included an onsite parking lot, underground stormwater and groundwater mitigation controls, and an exterior rescue training wall. The station officially opened on October 17, 2022. Granite Engineering provided complete civil site engineering services for this redevelopment project.



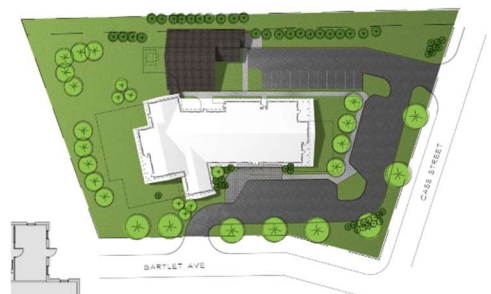
Exeter Housing Authority Garage Addition – Right-Trak Design provided planning, design, permitting, bidding, and construction administration services for a two-story, approximately 4,400 square foot maintenance garage in Exeter, NH. The garage was designed to be constructed in two phases. The structure was wood-framed with a slab on grade and exterior footings. The first floor included general garage space with four bays and overhead doors and the second floor consisted of storage area. Preliminary plans of the garage also included staff bathroom facilities.



Salem Housing Authority Garage Addition - Right-Trak Design provided planning, design, permitting, representation at planning and zoning meetings, bidding, and construction administration services for an approximately 600 square foot addition to expand an existing maintenance garage in Salem, NH. The garage was constructed of wood framing and a slab-on-grade and was equipped with a single bay and overhead door, a new heating and cooling system, and upgraded electrical utilities.



Somersworth Child Care Center Expansion – Right-Trak Design completed a facilities assessment to address overcrowding for children in grades 1 through 4 and to add separate spaces for children in grades 5 through 8 at an existing child care center. Following the facilities assessment, Right-Trak Design completed preliminary design and planning, design, permitting, bidding, and construction administration services for a new, approximately 3000 square foot addition to the existing center. In addition to the new space, the existing HVAC system was retrofitted to accommodate the proposed condition.



Bar Harbor Housing Authority New Construction and Renovations – Right-Trak Design provided a conceptual scope of work and preliminary opinion of cost for an approximately \$2.5M new construction and renovation project in Bar Harbor, ME. The project consisted of constructing a new laundry facility with an attached 3-bedroom apartment and site improvements and renovations to an existing 16-unit apartment building to address mold and moisture issues in the building. The work was completed as part of an application for grant funding.

Key Personnel

Jerome Wuebbolt – Jerry is the owner and principal of Right-Trak Design. He has been involved in the planning, design, and construction administration of hundreds of projects throughout New England and has over 45 years of experience. He received a Bachelor of Science in Architectural Engineering from the University of Cincinnati in 1980. Jerry gained extensive knowledge of Federal, State, and Local regulations while completing residential, municipal, and commercial projects in Maine, New Hampshire and Vermont. His expertise covers the full scope of architectural services, including design, planning, programming, project management, and the development and delivery of comprehensive construction documents. Jerry is a member of the American Society of Civil Engineers (ASCE), and has completed additional professional development coursework, including Special Construction Inspections Training (BOCA), Procurement and Contract Management training, Construction Contracts in the Government (GSA) and Specification Writing for Construction Contracts (US Army Corps of Engineers).

Jeffrey Merritt, PE, Subconsultant – Jeff is a principal engineer and owner of Granite Engineering with about 25 years of experience in civil engineering and land development. He has designed and led the design of municipal improvement projects, industrial and residential site plans, commercial and residential land subdivisions, residential open space subdivisions, commercial and residential septic designs, and utility main extension projects. He is knowledgeable of local, state, and federal land use rules and regulations and has extensive experience representing clients before Planning Boards, Zoning Boards of Adjustment, and Conservation Commissions. Jeff earned a Bachelor of Science from Clarkson University and is a registered professional engineer in New Hampshire.

Megan Murphy, M. Arch – Megan is a designer at Right-Trak Design with about 4 years of experience completing architectural design. She specializes in planning and feasibility studies, code review, schematic design, design, drafting, preparing construction documentation, and construction administration. Megan earned a Bachelor of Science in Architectural Studies, with a minor in construction management, and a Master of Architecture from Norwich University.

Colin MacNamee, PE - Colin is a structural engineer at Right-Trak Design with about 10 years of experience in the design, analysis, and inspection of wood, steel, concrete, and masonry structures. He has completed and led structural design, specification review, budget estimating, and construction site investigations for multidisciplinary municipal, federal, commercial, and residential projects that required close coordination with architects and engineers across disciplines. He earned a Bachelor of Science in civil engineering from the University of New Hampshire and is licensed as a Professional Engineer in Vermont, Maine, New Hampshire, Massachusetts, and Connecticut.

Steven Wuebbolt, MS, PE – Steven is a geotechnical engineer at Right-Trak Design with about 6 years of consulting experience. His work has primarily consisted of completing subsurface explorations, completing engineering calculations and design, providing recommendations for design and

construction, preparing and reviewing construction documents, and completing construction administration and observation. Steven has been involved in primarily municipal, federal, commercial, and residential projects and has completed work for several large public works departments projects. He earned a Bachelor of Science in civil engineering and a Master of Science in geotechnical engineering from the University of New Hampshire and has published peer-reviewed work in established technical journals. Steven is a registered professional engineer in New Hampshire, Maine, and Vermont.

Frank Concemi – Frank is a construction estimator and project manager at Right-Trak Design with about 4 years of construction estimating experience. His work is focused on assessing the existing conditions of properties and estimating the expected capital needs to maintain the property over a 20-year period. As part of this work, Frank regularly completes construction estimating for a wide variety of sites and structures. He earned a Bachelor of Science in Mechanical Engineering from the University of Massachusetts Lowell.

FEE AND SCHEDULE

We propose to complete the scope of work described above for a fixed fee of \$20,550. We anticipate that the scope of work can be completed within 8 weeks of being awarded the project.

CONCLUSION

Thank you for inviting us to submit this proposal. We look forward to assisting you with this project. If you have any questions, please contact us.

Sincerely,

Right-Trak Design, Inc.



Jerome L. Wuebbolt
Principal/Owner
Right-Trak Design, Inc.

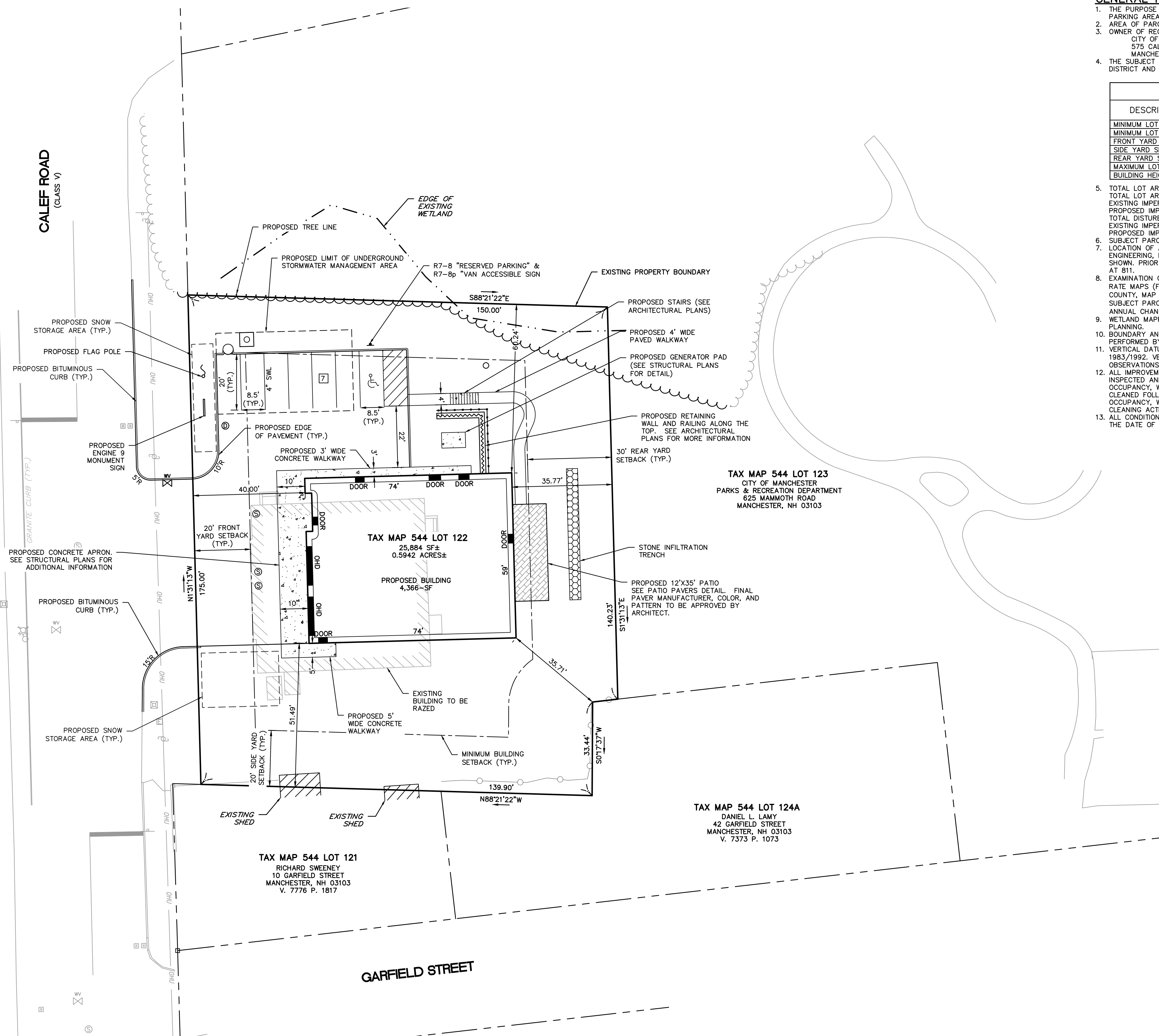
Date: 9/15/2025

ATTACHMENTS:

ATTACHMENT A – SAMPLE PROJECTS

ATTACHMENT A

SAMPLE PROJECTS



1. THE PURPOSE OF THIS PLAN IS TO ILLUSTRATE THE LAYOUT OF FIRE STATION AND PARKING AREA.
2. AREA OF PARCEL = 0.59± ACRES.
3. OWNER OF RECORD:
CITY OF MANCHESTER
575 CALEY ROAD
MANCHESTER, NH 03101
4. THE SUBJECT PROPERTY IS LOCATED ENTIRELY WITHIN THE RESIDENTIAL ONE FAMILY DISTRICT AND IS SUBJECT TO THE FOLLOWING DIMENSIONAL REGULATIONS:

DESCRIPTION	REQUIRED	EXISTING MAP 64 LOT 7	PROPOSED MAP 64 LOT 7
MINIMUM LOT AREA	15,000 SF	25,884 SF	25,884 SF
MINIMUM LOT FRONTAGE	75 FT	175 FT	175 FT
FRONT YARD SETBACK	20 FT	19.66 FT	40.00 FT
SIDE YARD SETBACK	20 FT	40.31 FT	35.71 FT
REAR YARD SETBACK	30 FT	35.71 FT	35.77 FT
MAXIMUM LOT COVERAGE	70%	21.36%	54.24%
BUILDING HEIGHT	35 FT	<45 FT	<45 FT

5. TOTAL LOT AREA: 25,884 SF
TOTAL LOT AREA OF DISTURBANCE: 21,419 SF
EXISTING IMPERVIOUS AREA: 7,913 SF
PROPOSED IMPERVIOUS AREA: 12,032 SF
TOTAL DISTURBANCE ON SLOPES $\geq 15\%$: 8,938 SF
EXISTING IMPERVIOUS AREA ON SLOPES $\geq 15\%$: 0 SF
PROPOSED IMPERVIOUS AREA ON SLOPES $\geq 15\%$: 0 SF
6. SUBJECT PARCEL WILL BE SERVED BY MUNICIPAL WATER AND SEWER.
7. LOCATION OF ANY UTILITY INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE. GRANITE ENGINEERING, LLC MAKES NO CLAIM TO THE ACCURACY OR COMPLETENESS OF UTILITIES SHOWN. PRIOR TO ANY EXCAVATION ON SITE THE CONTRACTOR SHALL CONTACT DIG SAFE AT 811.
8. EXAMINATION OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAPS (FIRM) FOR THE CITY OF MANCHESTER, NEW HAMPSHIRE, HILLSBOROUGH COUNTY, MAP NUMBER 33011C0379D, EFFECTIVE DATE 09/25/2009 INDICATES THAT THE SUBJECT PARCEL LIES WITHIN FLOOD ZONE X, "AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE OF FLOODPLAIN".
9. WETLAND MAPPING PERFORMED BY JOHN ST. JOHN CWS #221 OF ECOSYSTEMS LAND PLANNING.
10. BOUNDARY AND TOPOGRAPHIC INFORMATION HEREON IS BASED ON A FIELD SURVEY PERFORMED BY JOSEPH M. WICHERT LLS, INC. IN JANUARY & FEBRUARY OF 2002.
11. VERTICAL DATUM IS NAVD 1988. HORIZONTAL DATUM IS HORIZONTAL DATUM IS NHPSC 1983/1992. VERTICAL AND HORIZONTAL DATUM SHOWN ESTABLISHED BY STATIC GPS OBSERVATIONS M. WICHERT LLS, INC. IN JANUARY & FEBRUARY OF 2002.
12. ALL IMPROVEMENTS SPECIFIED ON THESE SITE PLANS SHALL BE CONSTRUCTED, COMPLETED, INSPECTED AND APPROVED BY THE CITY PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY, WHERE APPLICABLE. ALL STORMWATER STRUCTURES SHALL BE INSPECTED AND CLEANED FOLLOWING STABILIZATION AND PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY, WHERE APPLICABLE. A REPORT INCLUDING THE INSPECTION FINDINGS AND CLEANING ACTIVITIES SHALL BE SUBMITTED TO DPW.
13. THE CONDITIONS OF APPROVAL SHALL BE COMPLETED WITHIN TWO YEARS OF THE DATE OF FINAL APPROVAL.

	SIGN
	EX. LIGHT
	EX. CONCRETE BOUND
	EX. DRILL HOLE
	DRAINAGE MANHOLE
	MANHOLE
	CATCH BASIN
	UTILITY POLE
	WATER VALVE
	FIRE HYDRANT
	EX. GUY WIRE
	PROP. SNOW STORAGE
	ABUTTER LINE
	PROPERTY LINE
	EX. EDGE OF PAVEMENT
	PROP. EDGE OF PAVEMENT
	PROP. BUILDING
	RETAINING WALL
	PROP. BITUMINOUS CURB
	EX. EASEMENT
	EDGE OF WETLAND
	BUILDING SETBACK
	EX. TREELINE
	EX. STONEWALL
	EXIST. BUILDING
	PROP. CONCRETE
	EX. RIP RAP
	PROP. SNOW STORAGE



(IN FEET)
1 inch = 20 ft.



**GRANITE
ENGINEERING**

civil engineering
land planning
municipal services

[illegible]

OWNER:
CITY OF MANCHESTER PARKS & RECREATION
100 MERRIMACK STREET
MANCHESTER, NH 03103

civil engineering • land planning •
municipal services

150 Dow Street, Tower 2, Suite 421
Manchester,
New Hampshire 03101

603.518.8030

www.GraniteEng.com

STAMP:

LOCATION:

**TAX MAP 554 LOT 122
575 CALEF ROAD
MANCHESTER, NEW HAMPSHIRE
HILLSBOROUGH COUNTY**

PROJECT:

**575 CALEF ROAD
FIRE STATION**

TITLE:

SITE PLAN

PROJECT N

DATE:

21-1108-

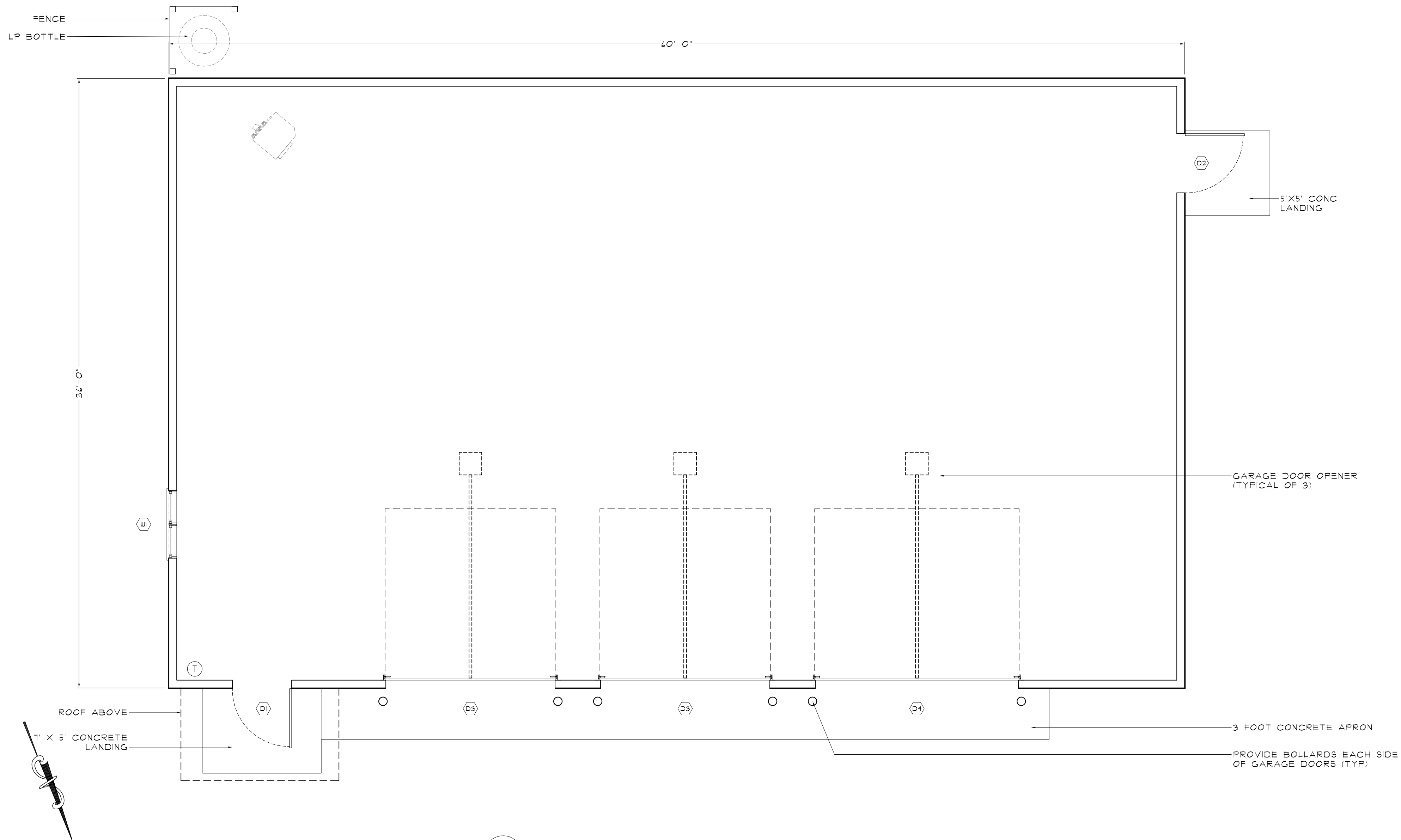
MAY 23, 2022

SHEET:

[illegible]

310

DOOR AND WINDOW SCHEDULE				
ID	MANUFACTURER	MAKE OR MODEL	ROUGH OPENING	NOTES OR COMMENTS
D1		3048 9 LITE FIBERSTEEL, OUTSWING	38'-1/4" X 81"	PROVIDED BY MORTON, SEE MORTON DRAWINGS FOR ADDITIONAL DETAILS
D2		3048 9 LITE FIBERSTEEL, OUTSWING	38'-1/4" X 81"	PROVIDED BY MORTON, SEE MORTON DRAWINGS FOR ADDITIONAL DETAILS
D3			10'-2" X 10'-1"	
D4			12'-2" X 10'-1"	
W1		4429 9 LITE MB SLIDING	52'-1/4" X 33'-5/8"	PROVIDED BY MORTON, SEE MORTON DRAWINGS FOR ADDITIONAL DETAILS



**NORTHERN ARCHITECTURAL
DESIGN GROUP, LLC**
58 Beaver Pond Road - Weare, NH 03281
Tel (603) 529-2022 / Fax (603) 529-4132



LEBANON HOUSING AUTHORITY
MAINTENANCE GARAGE
ROMANO CIRCLE - WEST LEBANON, NH

LEBANON HOUSING AUTHORITY
31 ROMANO CIRCLE - WEST LEBANON, NH

REVISIONS: 8/20/2004 PRE- PLANNING MEETING 1 8/21/2004 PRE- PLANNING COMMENTS 2 8/22/2004 DRAINGS	DRAWN BY: DM	CHECKED BY: JM	JOB NUMBER: B-124
--	--------------	----------------	-------------------

GARAGE
FLOOR PLAN

DATE:
08/10/2018
DRAWING NO:
A1

Architects Opinion of Cost

Project: Berlin HA Sidewalk Replacement
 Project Number: 1-24-100
 Client: Berlin Housing Authority



Right Trak Design, Inc.
 14B Tatro Drive
 Goffstown, NH 03045
 +16033842830
 info@righttrakdesign.com
 www.righttrakdesign.com

Item	Quantity		Unit Cost		Totals
<i>Mobilizations</i>					
Earthwork mobilization	2	EACH	2110.73	\$/EACH	\$4,221.46
Paving mobilization	2	EACH	2110.73	\$/EACH	\$4,221.46
<i>Demolition and Excavation</i>					
Excavation for replacement pavement section	550	CY	28.72	\$/CY	\$15,796.00
Hauling excavated soils and asphalt	825	CY	14.10	\$/CY	\$11,632.50
Disposal of excavated soils and asphalt	900	TON	10.00	\$/TON	\$9,000.00
Remove and salvage curb	320	FT	10.90	\$/FT	\$3,488.00
<i>Construction</i>					
Subgrade preparation	1200	SY	2.19	\$/SY	\$2,628.00
Furnish, place, and compact pavement base	350	CY	72.19	\$/CY	\$25,266.50
Furnish and install filter fabric	1600	SY	7.00	\$/SY	\$11,200.00
Furnish and place loam	120	CY	40.50	\$/CY	\$4,860.00
Furnish and install pavement	1050	SY	33.25	\$/SY	\$34,912.50
Reset curb	320	FT	36.50	\$/FT	\$11,680.00
Furnish and place grass seed	710	SY	2.50	\$/SY	\$1,775.00
<i>Engineering</i>					
Materials testing/quality control	5	DAY	1000.00	\$/DAY	\$5,000.00

				Subtotal	\$145,681.42
Project contingency	20	PERCENT			
				Total - Base Bid	\$174,817.70

Architects Opinion of Cost

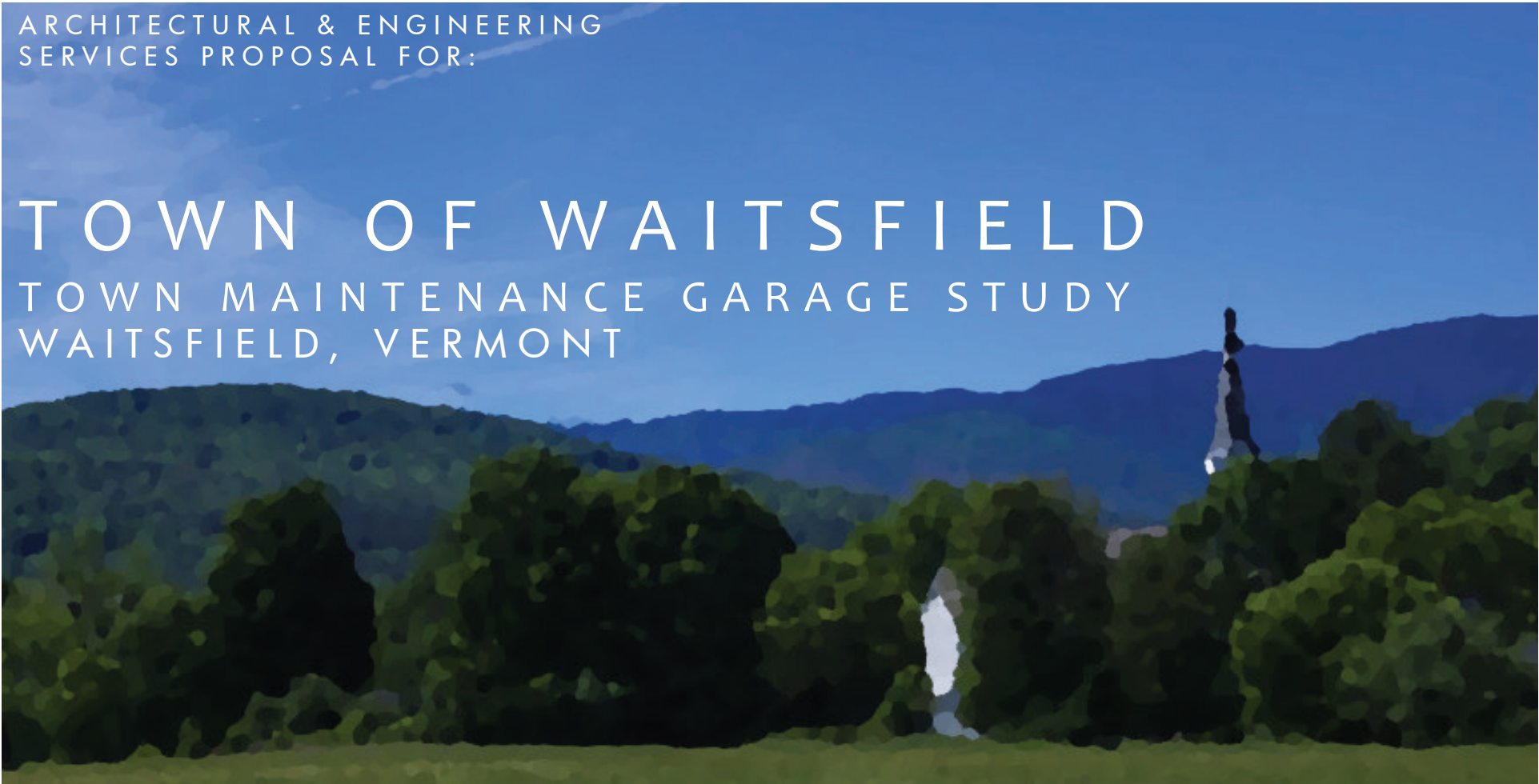
Project: Berlin HA Sidewalk Replacement
 Project Number: 1-24-100
 Client: Berlin Housing Authority



Right Trak Design, Inc.
 14B Tatro Drive
 Goffstown, NH 03045
 +16033842830
 info@righttrakdesign.com
 www.righttrakdesign.com

Item	Quantity		Unit Cost		Totals
Add Alternate - Sealcoating					
Seal coat mobilization	2	EACH	2110.73	\$/EACH	\$4,221.46
Seal coat	3500	SY	4.79	\$/SY	\$16,765.00

				Subtotal	\$20,986.46
Project contingency	20	PERCENT			
				Total - Add Alt.	\$25,183.75
				Total	\$200,001.46



ARCHITECTURAL & ENGINEERING
SERVICES PROPOSAL FOR:

TOWN OF WAITSFIELD

TOWN MAINTENANCE GARAGE STUDY
WAITSFIELD, VERMONT

CENTERLINE
ARCHITECTS

LETTER OF INTEREST

CENTERLINE
ARCHITECTS

September 26, 2025

Mr. York Haverkamp
Town Administrator
Waitsfield, VT

Sent via email.

Dear Mr. Haverkamp,

Please consider this an enthusiastic letter of interest for providing architectural and engineering services for the Town of Waitsfield - Town Garage. Our scope of work will be to provide the town with schematic design concept for a modern maintenance facility. It will be important to listen to the needs of the town, to make sure that the finished building study meets your present expectations and future wants.

Centerline and our Vermont based engineers, Dubois&King, will provide you with a schematic study, one that will incorporate a preliminary architectural design, augmented by mechanical, plumbing, and electrical narratives. The civil and structural component will be drawn schematic plans. The information gathered by the design team will be analyzed by Vermont based cost estimator, Michael Briggs.

Centerline has specifically chosen a comprehensive design approach, namely one that incorporates structural and civil drawings, along with the engineering narratives, the result being a detailed cost analysis for town planning. Centerline, Dubois & King, and Michael Briggs have worked together as a team before, most recently assisting the Southwestern Vermont Supervisory Union School District with planning for multiple school renovations.

Please review the attached proposal and let us know if you have any questions and/or comments regarding our proposed scope of work and how we can assist with your project.

Sincerely,
Centerline Architects & Planners, P.C.



Kevin Racek RA, AIA, LEED AP
Principal
kracek@clarch.com

DESIGN APPROACH

CENTERLINE ARCHITECTS

Centerline Architects is an award-winning firm with offices in Bennington and Burlington, Vermont. Founded in 1989 by Gary Corey, the firm has delivered thoughtful, high-quality design for over three decades. With experience in residential, commercial, educational, and historic renovation projects, Centerline is known for its deep understanding of building codes, construction methods, and contextual design. Gary has a strong respect for historic structures and is known for creatively reusing and repurposing existing materials in unconventional ways—adding depth, character, and sustainability to his work. His dedication to craftsmanship, mentoring staff, and never cutting corners has earned him long-standing client relationships, some spanning decades.

Architect Kevin Racek joined the firm in 2014 and is now a partner alongside Gary. Based in the Burlington office, Kevin has expanded the firm's reach and introduced a range of technology and software upgrades to improve collaboration and workflow. His forward-thinking approach complements Gary's deep-rooted values, helping the firm stay both innovative and grounded. Kevin also maintains strong working relationships with consultants across the state, and the seamless connection between both offices allows Centerline to serve clients throughout Vermont with ease.

At the core of Centerline's philosophy is a commitment to creating spaces that are beautiful, functional, and lasting. The team values close collaboration with clients, ensuring each project reflects their unique goals and identity. With a strong focus on regional materials, local craftspeople, and sustainable practices, Centerline continues to enrich communities through architecture that respects its context and looks toward the future.

CENTERLINE PROPOSED DESIGN APPROACH

Centerline Architects begins all design projects with programming. At its best, architectural programming is less about buildings and more about people. Programming listens to future users, tests assumptions, and balances competing needs. It examines context—climate, culture, site, and budget—to ensure decisions are rooted in reality. It anticipates growth and change, ensuring the building will not only work on opening day but for decades to come. In many ways, programming is the story beneath the design. It is the reason why a classroom has enough daylight, why a hospital floor plan minimizes patient stress, and why an office fosters collaboration instead of isolation. It is the quiet discipline that transforms a vision into a roadmap, ensuring that design creativity is purposeful and not just decorative.

Unlike other building forms, a town garage is not limited to certain size requirements like a hospital or office. We will explore truck bay sizing, length, width and clear height. We will explore the required working space between trucks. The size and use of your vehicles will determine how the bays will be laid out. From bay sizing and layout, we will better understand the vehicular entrance into the building, task lighting layout, tool location, workroom, and storage. We will review and understand how your employees work on vehicles, whether or not you perform heavy maintenance on your vehicles.

How a facility that minimizes energy use is also in play. You will be building a space that has eight large openings, all of which, when opened, will release a great amount of tempered air. The goal will be to find the balance between usability and minimal energy use. Your consideration of a heated slab is a good step toward this goal.

As this is conceptual design, it is important to review and test your initial thinking about what is possible in order to provide you and the Town of Waitsfield a building that works for your current and future needs.

SCOPE OF WORK

The following is an outline of the intended scope of services. This outline is the typical Centerline methodology for a project of this nature. The importance of this outline is to begin with questions of what the owner requires and match that to what they can afford. This dialogue sets the priorities for not only for conceptual design but for later design discussions. The goal is to create baseline decisions upon which you can build upon in the future.

- Kickoff meeting (Conceptual Design Meeting #1) with Owner to review project requirements and goals, confirm program requirements. Review preliminary permitting and project scheduling.
- Programming Meeting (Conceptual Design Meeting #2) . Establish building uses, programming, room sizes, and equipment requirements. Review MEP requirements.
- Provide conceptual draft of plans, four building elevations from the cardinal points, and a typical wall section. Project will be drawing in Revit.
- Meeting (Conceptual Design Meeting #3) with Owner to review overall conceptual design and scope necessary to achieve project goals.
- Provide topographic survey.
- Provide test pit and perc test.
- Work with engineers to provide understanding of Owner's design intent.
- Provide draft narratives/conceptual drawings from engineers as necessary to communicate intent.
- Revision of conceptual draft drawings based upon Owner feedback. One revision only.
- Provide conceptual architectural narrative of materials.
- Provide overall conceptual design package to Michael Briggs/cost estimator for conceptual pricing. Work with Michael Briggs/cost estimator to provide pricing.
- Meeting (Final Conceptual Design Meeting #4) with Owner to review conceptual design package and costing results.
- Deliverables: Conceptual Design Drawings and narratives, four (4x) meetings with the Owner, cost estimate, building material list, land

PROPOSED SCHEDULE

Once given the approval to begin, Centerline Architects will begin this scope of work immediately. Provided that information is given to Centerline in a timely manner, Centerline will work towards providing the cost estimator project information within a 8-12 week time period, from the approval to begin.

FEE FOR SERVICES

We propose to provide the following design services as outlined in the Scope of Work section on an lump sum basis with an fee of: \$38,810 plus reimbursable expenses.

In the event that the scope of work changes and/or our efforts become more extensive or involved than anticipated, the total fee for services will not exceed the estimated total without the Owners review and approval.

Services not included in this proposal include: value engineering services, schedule valuation, as-builts, rendering, sustainability design, or zoning review.

FIRM	ROLE	ACTION	FEE FOR SERVICES	
Centerline Architects & Planners PC	Architect	Schematic/Conceptual Design/PM	\$	9,000
Dubois & King	Mechanical/Elect/Plumbing Engineer	Conceptual Narrative	\$	5,500
Dubois & King	Civil Engineer	Topographic Survey	\$	4,800
Dubois & King	Civil Engineer	Test Pit & Perc Test	\$	2,000
Dubois & King	Civil Engineer	Schematic/Conceptual Design	\$	10,500
Dubois & King	Structural Engineer	Conceptual Design	\$	3,400
Michael Briggs - Cost Estimator	Cost Estimator	Conceptual Estimate	\$	3,610
Design Service			Total Fee =	\$ 38,810
Reimbursables	As noted			

Reimbursable Expenses

Printing & copying, cost per sheet

Type	Size	Black	Color
Plots, bond paper	24x36	\$3.00	\$5.00
Plots, bond paper	16x24	\$1.50	\$2.50
Prints	8.5x11	\$0.15	\$0.45
Prints	11x17	\$0.20	\$0.55

Travel mileage Based on the IRS rate

Other: AIA Contracts, outside printing, As charged

postage, items purchased for owner

Additional consultants hired Cost + 10% coord. fee

PROJECT DESIGN TEAM

Architect



KEVIN RACEK, RA, AIA, LEED AP Associate Principal Architect

Kevin moved to Vermont in 2003 and has worked with several high-profile clients including Ben & Jerry's, Lake Champlain Chocolates, Burlington International Airport, and Norwich University. Kevin's focus has primarily been on the higher education, aviation, and commercial markets. In addition to being a talented architect, Kevin is also a skilled craftsman who designs and builds high-end award winning modern furniture.

Kevin received his undergraduate degree from Denison University. After a year in financial services industry, Kevin attended University of Colorado, where he received his masters degree in architecture. Kevin then lived for some time in Switzerland, where he conducted an independent study of the urban development of Basel Switzerland in addition to paying homage to great Swiss architects. Since living in Vermont, Kevin has been on the Board of the Helen Day Arts Center, and the Board of AIA Vermont. In addition, Kevin finds great pleasure in teaching budding students at Yestermorrow.

AFFILIATIONS AND LICENSES

Registered Architect: VT, MA
Member: American Institute of Architects
Treasurer: AIA VT Chapter
LEED Accredited Professional

PUBLICATIONS

Burlington Free Press (with Freeman French Freeman)
Time Magazine, (with Stew Design)
Interior (with Stew Design)
Wallpaper (with Stew Design)
Elle Décor (with Stew Design)
Architectural Digest (with Stew Design)

TEACHING

B.I.M Management for A/E Firms Panel Discussion B.I.M Computer Design & VT Architecture Panel Discussion
Design Studio Instructor, Boston Architectural Center
Design Studio Instructor, Yestermorrow
Design School, Waitsfield, VT

SPEAKING ENGAGEMENTS

AIAVT annual conference, B.I.M Management for A/E Firms, Panel Discussion (2014)
AIAVT annual conference, B.I.M Computer Design and Vermont Architecture, Panel Discussion (2013)

SUSTAINABLE NOTABLE PROJECTS

Burlington International Airport, Solar Panel Array, 450 kw Array set on new parking garage roof, 2010 (with FFF)
Burlington International Airport, 10,000 sq ft green roof installation set on new parking garage roof, 2012 (with FFF)

Cost Estimator

Michael R. Briggs, CPE, PMP

mobile: 413.441.1339

68 Walnut Court Arlington, VT 05250

mbriggs507@gmail.com

Michael R. Briggs provides conceptual and schematic estimating services to the architectural and design professions. Establishing preliminary costs for the project early on in the design phase allows the Architect to tailor the scope of the project to the budget, thereby eliminating costly and time-consuming post-bid redesign and adjustments.

In the course of his forty-plus years in construction-related fields, Michael Briggs has provided management and pricing for hundreds of projects with budgets ranging from \$100K to \$100M. These projects have included:

- Asa Bloomer State Office Building – Rutland, VT
- Becket Chimney Corners YMCA Camp – Becket, MA
- Great Barrington Fire Station – Great Barrington, MA
- Hillside Avenue Affordable Housing Project – Great Barrington, MA
- Lenox Library – Lenox, MA
- Mayflower Inn – Washington, CT
- Milne Public Library – Williamstown, MA
- Monterey Community Center – Monterey, MA
- Monterey Town Hall alterations – Monterey, MA
- Park McCullough House – North Bennington, VT
- Private wood-frame residences up to 14,000sf and \$14M.
- Rudolph Steiner School additions and alterations – Great Barrington, MA
- Southern Vermont College Student Center – Bennington, VT
- Stockbridge Library alterations – Stockbridge, MA
- Taconic Golf Clubhouse renovation – Williamstown, MA
- Topia Arts Center – Adams, MA
- Turn Park Art Space - West Stockbridge, MA
- Vermont Army National Guard Fallen Heroes Memorial Pavilion – Colchester, VT
- West Stockbridge Public Safety Building – West Stockbridge, MA
- Wykeham Inn – Washington, CT

Estimates are prepared with data drawn from a range of industry-recognized sources and databases, customizing the pricing and estimate to the individual specifications. This customization is not available with single-source estimating software. Each estimate is unique to the specific project.

Additionally, Michael worked for over twenty-two years at Williams College in Williamstown, Massachusetts as a Senior Project Manager. In this position he was an active purchaser and manager of design and construction services, thereby maintaining knowledge of current market conditions at all times.

As a member of the American Society of Professional Estimators, Michael Briggs is a Certified Professional Estimator (CPE). Additionally, Michael is a Project Management Professional (PMP) with the Project Management Institute.

PROJECT DESIGN TEAM

Engineers

Matthew Mears, PE Senior Civil/Site Engineer

Mr. Mears has 21 years of experience with transportation, water resources, and site design projects. He has significant working knowledge of the following software packages: AutoCAD Civil 3D, Autodesk Storm and Sanitary Analysis, and HydroCAD. Matt has participated as an engineer and manager in the design, permitting, and implementation of many commercial and municipal site improvement projects.

Matthew Healey, PE Mechanical Engineer

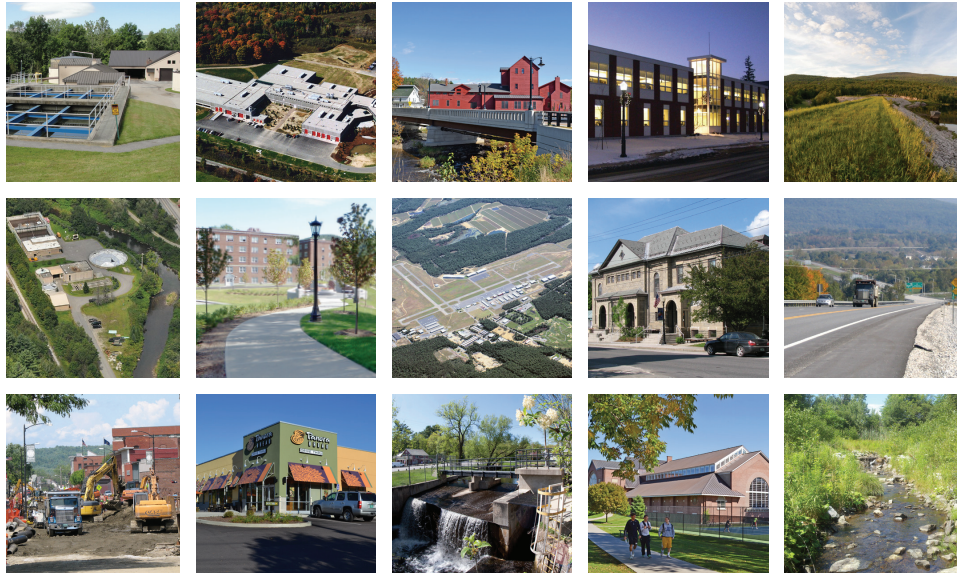
Mr. Healey is a senior mechanical engineer with 12 years of HVAC and plumbing design experience for institutional, housing, healthcare and educational facilities. Matt is proficient in AutoCAD, Revit, Bluebeam Revu, Trane Trace 700, Microsoft Office, and COMcheck.

Ryan Roberts, PE Electrical Engineer

Mr. Roberts has 10 years of electrical engineering experience. He manages cost estimating, scheduling, client and community communication, and quality assurance. His experience includes arc flash and short circuit analysis, electrical system and equipment assessments, field surveys, and design of electrical systems for all types of applications. He frequently utilizes Revit and AutoCAD software for healthcare, educational, and industrial projects.

Timothy Dall, PE, SE, LEED AP Senior Structural Engineer

Mr. Dall has 28 years of experience and leads the DuBois & King Structures Division. Tim's experience includes design and investigation of various building materials, including steel, concrete, precast concrete plank, masonry, and timber. His project experience includes new building construction, retrofit of existing buildings, pedestrian bridges, and other structures of various materials and degrees of complexity. He is responsible for project management, structural design, and production of contract documents using CADD and Building Information Modeling (BIM) platforms.



Service Areas

Transportation & Traffic
Municipal & Regional Planning
Airport Planning & Engineering
Civil/Site Engineering
Survey
Landscape Architecture
Facilities Planning & Design
Mechanical
Electrical
Structural
Dams
Water Resources
Environmental Documentation/Permitting
Natural Resources Management
Water/Wastewater
Environmental Services
Hazardous Materials/Brownfields
Construction Phase Services

Firm Overview

DuBois & King, founded in 1962, is a multidisciplinary, professional consulting firm providing planning, engineering, and construction phase services to federal, state, municipal, institutional, and private sector clients. With offices in Vermont, New Hampshire, Maine, and New York, DuBois & King provides professional services in civil engineering, site development, water resources, survey, water/wastewater engineering, environmental documentation, and mechanical, and electrical engineering. The firm employs engineers, planners, designers, surveyors, technicians, environmental and permitting specialists, wetland scientists, and support personnel.

DuBois & King is positioned to provide professional services to support a wide variety of projects utilizing a full range of in-house technical disciplines, and we tailor teams to the particular needs of each project. DuBois & King licensed professionals and technical staff support projects associated with:

- Transportation
- Water Resources
- Public Infrastructure
- Facilities
- Site Development
- Environmental Documentation & Permitting



www.dubois-king.com

PROJECT TYPE EXAMPLES

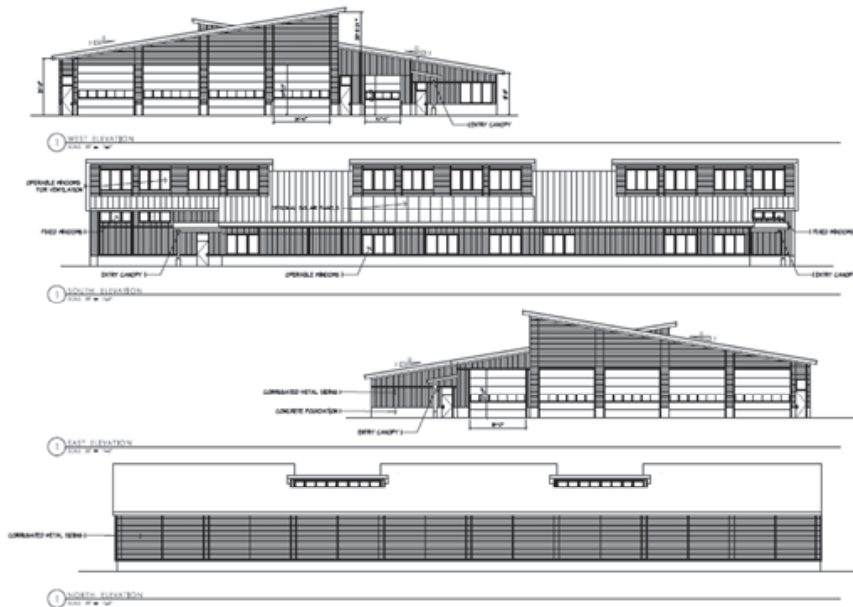
Architect Examples

BENNINGTON PUBLIC WORKS FACILITY Bennington, Vermont

Centerline Architects worked with the Town of Bennington to complete a feasibility study for the construction of a new Department of Public Works Facility including a garage with a wash bay, mechanic area, parts and liquid storage, locker rooms, bathrooms, meeting/break room with kitchen, offices and mechanical space. The site also included salt and sand sheds, fueling area, and cold storage buildings.

We completed conceptual site plans showing all structures, parking, access road, lawn, landscaping, screening, lighting, proposed water and sewer lines, and utilities in compliance with Federal, State, and local regulations. Deliverables also included floor plans and elevations for the buildings and cost estimate for construction.

Client: Town of Bennington
Facility: Public Works Facility
Status: Study Completed 2016



TOWN OF CHESTER, VERMONT Town Garage Building Chester, Vermont

Centerline was enlisted by the Town of Chester to provide full design services for a building that originally housed the town's fire and garage. The town concluded that creating a new fire station and renovating the existing garage was the most cost effective design approach.

The building used the existing steel frame but re clad the exterior skin in a modern thermal insulated panel. One bay was designated for renovation into modern restrooms, breakroom, tool room, and shower area.

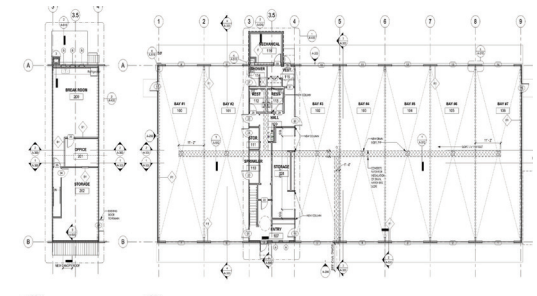
The apparatus bay is a clear span, that houses seven bays, with drive through capabilities.

The building was constructed in about six months time while maintaining full operations.

Client: Town of Chester
Facility: Town Garage
Size: 11,300 SF
Status: Completed 2022



EXISTING ENTRY



NEW FLOOR PLAN



NEW FRONT ELEVATION

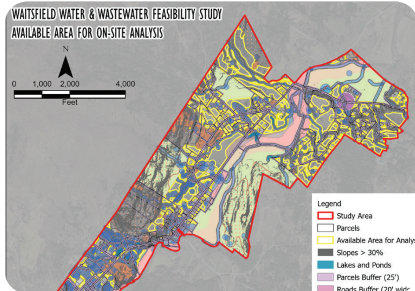
PROJECT TYPE EXAMPLES

Cost Estimator Layout Example from actual project

Description	Units	Req'd	Unit Cost	Total	Item Total	Div. Total	Notes
Division 32 - Exterior Improvements						36,615.09	
LANDSCAPING ALLOWANCE	LS	1	5,000.00	5,000.00			
PARKING AND WALKWAYS	SF	4,486	7.05	31,615.09			4" CONCRETE
Division 33 - Utilities							
ESTIMATED COST SUMMARY							
SUBTOTAL OF ALL CSI DIVISIONS						1,964,875.89	
GENERAL CONDITIONS AND REQUIREMENTS - 12%						235,785.11	
SUBTOTAL						2,200,660.99	
ESCALATION TO 2025 @ 5%						110,033.05	
SUBTOTAL						2,310,694.04	
ESTIMATING CONTINGENCY - 20%						462,138.81	
SUBTOTAL						2,772,832.85	
GENERAL AND PROFESSIONAL LIABILITY - 1.2%						33,273.99	
SUBTOTAL						2,806,106.85	
OVERHEAD AND PROFIT - 15%						420,916.03	
SUBTOTAL						3,227,022.88	
PERFORMANCE BOND - 1.5%						48,405.34	
ESTIMATED CONSTRUCTION TOTAL						3,275,428.22	
Description	Units	Req'd	Unit Cost	Total	Item Total	Div. Total	Notes
Notes:							
1 - Square footage calculations (GSF)							
Conditioned space							
Main Level	4088						
Second Level	4088						
Conditioned space total	8,176						
Unconditioned space							
New loading dock	493						
Reconditioned loading dock	175						
Stone patio	475						
North stair	69						
Unconditioned space total	1,212						
Total constructed space	9,388						
Cost/sf of conditioned space	\$ 401						
Cost/sf of constructed space	\$ 349						
2 - Design and engineering fees not included							

PROJECT TYPE

Waitsfield Projects



Water and Wastewater Feasibility Study
Town of Waitsfield, Vermont



Village Covered Bridge
Town of Waitsfield, VT



Bridge Street Stormwater Facility
Town of Waitsfield, VT

DuBois & King provided a feasibility study and report for water and wastewater systems to serve the Town's unsewered Village Centers located in the Mad River Valley. Services included developing a GIS basemap using available information, such as aerial imagery, Town parcel mapping, LiDAR survey information, USGS soil mapping, and GIS mapping of other layers, such as drinking water well locations, wetlands, and floodways. A water distribution system GIS layer was created and added to the basemap based upon record drawings, and all physical addresses currently connected to the water system were updated. State-mapped natural resources were imported into the basemap. D&K evaluated the wetlands and habitat features and provided a recommendations memo with the study.

DuBois & King was selected by the Town of Waitsfield to evaluate the current condition of the bridge, make recommendations for repairs, design repairs, and provide construction administration services. DuBois & King completed extensive field observations and prepared a condition assessment report with recommendations and cost estimate for several repairs. Repairs included jacking and rehabilitating the main trusses; rebuilding and resupporting the cantilevered sidewalk as an independent structure; concrete repairs and patching on the abutments; and repairs and replacements to deteriorated or worn roof rafters, floor beams, and decking. The project was developed through the Vermont Agency of Transportation (VTrans) Local Transportation Facilities (LTF) Section and funded through Transportation Enhancement Grant funds.

The storm drain system under Bridge Street was aged and suffered additional damage from Tropical Storm Irene. DuBois & King assessed the condition of the system, developed rehabilitation options, and drafted final designs to repair or replace the system. The project is adjacent to the Mad River, and selected design options focused on preserving/improving water quality. Funding for this project is partially provided by the Federal Highway Administration (FHWA) through the Local Transportation Facilities (LTF) program. The project will entail the rebuilding of this section of Bridge Street between Route 100 and the covered bridge. This stretch of roadway has been patched and repaired due to other utility improvements. Following the installation of new storm drainage infrastructure, the project will include new subbase and full-depth pavement rebuild. A rebuild of the sidewalk on the north side of the roadway is included as a bid-alternate.



Town Highway Garage Repair Essex, Vermont

DuBois & King provided structural design and construction phase services for a project to reinforce and repair columns at the Essex Town Highway Garage.

The Essex Town Garage is a 9,300-square-foot pre-engineered metal building with five truck bays and is founded on conventional frost walls and spread footings. The building is served by a slab on grade. The project included reinforcing and repairing steel columns with deteriorated bases adjacent to three overhead doors, two new steel portal frames with foundations, and new wall girts and door jambs at three overhead doors. D&K provided structural evaluation and repair design and construction phase services. Services included:

- Field work to document existing conditions
- Structural analysis and design
- Submittal review and construction observation



* Above photos, project during the construction phase



PROPOSAL FOR

WAITSFIELD TOWN GARAGE

PREPARED BY WIEMANN LAMPHERE ARCHITECTS





Proposal for Waitsfield Town Garage Waitsfield, VT

York Haverkamp, Waitsfield Town Administrator
Town of Waitsfield

Dear York:

It is with great interest and enthusiasm that we submit to you this proposal for conceptual design and cost estimating services for the Town Garage in Waitsfield, VT. It is our goal to assist you in making the appropriate decisions for your program needs, both short-term and long-term, while also creating a safe and functional work environment that reflects the Town of Waitsfield's vision and values.

At WLA, our approach to projects is a simple one: work as a team, communicate well, build trust, and solve problems while creating practical and sustainable designs. In our experience, projects that have been most successful are those that are developed with a well-articulated, realistic vision, and effective planning. Our goal is to listen to all opinions and goals for the project, develop innovative approaches to real issues, and gather consensus on the best approach forward.

We believe we are well qualified for this project for several reasons:

- Wiemann Lamphere has a long history of **similar projects**, including town garages, fire stations, public safety facilities, bus transportation centers, and maintenance and repair facilities. We are currently working with the Towns of Warren and East Montpelier on new facilities, and recently completed facilities in Milton and Georgia.
- We offer you a **team of highly qualified professionals** that are selected to complement each other's talents and provide you with outstanding service from start to finish.
- We are an Architecture firm with roots in the construction industry and **offer practical solutions to problems**.
- Our firm is committed to promoting **sustainable design practices** in all of our projects. Our goal is to develop resilient, efficient, and durable projects that will stand the test of time.
- Wiemann Lamphere Architects has a **history of strong performance**. We meet our deadlines and will do all that we can to make sure we stay within the budget. Our documentation is complete and concise, resulting in fewer change orders. Clients, contractors, and sub-contractors will attest to the quality of our documents, and the professionalism of our staff.

As you continue through our proposal, we hope you will begin to see the quality and value that WLA can bring to the Town of Waitsfield. We are a close-knit team of professionals dedicated to serving our clients to the fullest, and providing services that reflect our love of community and the environment.

Please do not hesitate to contact me if you have any questions or require any clarifications. We thank you for this opportunity, and we sincerely look forward to working with you.

Sincerely,

Steven Roy, AIA, LEED AP BD+C
Vice President, Wiemann Lamphere Architects

about us.



Wiemann-Lamphere Architects, Inc. (WLA) has been a leader and innovator in the architectural design community since 1971. We provide our clients with high quality, comprehensive architectural solutions to meet their building needs. We operate with the mind-set that everyone is entitled to live, work, learn, and play in spaces that are beautiful, functional, efficient, affordable, and sustainable.

We are dedicated to creating strong and enduring client relationships, always taking our client's philosophy, programmatic requirements, and specific site characteristics into consideration to shape the basis of our designs, lending each project its own unique identity. Every project is treated as an opportunity to exceed our client's expectations.

With a 54 year history of successful projects, we are now engaging a fourth generation of principals, with Kelley DesRoches becoming the newest partner in March 2023 and joining native Vermonters and brothers, David and Steven Roy. Together, they are building on a solid foundation of quality projects while focusing on providing leading edge, dynamic and sustainable architecture for today's world. Our staff of seventeen includes fifteen design professionals, five of whom are LEED Accredited.

Our Services Include:

- Feasibility Studies
- Programming
- Space Planning
- Schematic Design
- Interior Design
- Code Compliance Evaluation
- Master Planning
- Permitting
- Artistic Renderings
- Design Development
- Construction Documents
- Bidding and Negotiation
- Contract Administration
- Post-Occupancy Evaluation
- Computer Renderings
- Virtual Reality

Contact Information

Vice President / Principal in Charge:

Steven Roy, sroy@wla-vt.com, Direct Line: 802-861-0436

President:

David Roy, droy@wla-vt.com, Direct Line: 802-861-0438

Vice President:

Kelley DesRoches, kdesroches@wla-vt.com, Direct Line: 802-861-0444

Registered In:

Vermont, New Hampshire, Connecticut, Maine, New York, Massachusetts

www.wla-vt.com

Vermont Office:

38 Eastwood Drive Suite 301
South Burlington, VT 05403

New Hampshire Office:

150 Dow Street, 5th Floor
Manchester, NH 03101

key personnel.

Steven Roy | WLA | Principal in Charge

Steven will serve as the principal-in-charge, handling contracts and scheduling of staff to meet the project requirements as well as oversight of the project as a whole. He will be the face of the firm during information gathering and will manage the team resources in order to maintain a steady, efficient direction for the project. Steve will be responsible for setting the design direction at a high level. His attention to detail, knowledge of similar projects, and eye towards sustainability as a whole make him a valuable asset to the project. He will serve as a consistent face throughout the entire project.



John LaMothe | WLA | Project Manager

Having worked on all of our current and recent DPW facilities and many more similar projects, John is well equipped to provide knowledgeable advice and suggestions to the Town of Waitsfield for your garage. John takes great pride in developing high quality envelope details and ensuring project documents are well coordinated and complete. When the project is ready to move onto the next stage, John will remain a key member of the team and will lead the production team in terms of drawings and specifications as well as address construction contract administration responsibilities through substantial completion.



Daniel Heil | VHB | Site / Civil Engineering

As the Site/Civil Project Manager, Dan will be responsible for the design and management of land development. Dan will prepare an existing conditions site plan as well as an opportunities and constraints plan which will highlight areas of the parcel with known constraints and identify areas suitable for site improvements, such as building expansion, parking and stormwater treatment areas. Working closely with WLA, Dan will develop a conceptual site plan that depicts the proposed Town Garage, site access and parking layout, material / storage areas and site circulation. This conceptual site plan will be focused on providing site design considerations and supporting development of a local and state permitting strategy.



Bert DeLabruere | ReArch Construction | Cost Estimating

As President and Chief Estimator of ReArch Construction, Bert will create highly accurate, early phase estimates - allowing the entire project team to make informed decisions based upon the best possible information and real-time pricing data. Bert has been with ReArch for over 20 years and brings a total of four decades of experience to his role. During his 40+ year career he has developed excellent relationships with architects, engineers, clients, subcontractors, and suppliers which ensures the highest quality services from project inception through building occupancy.





East Montpelier Town Garage

East Montpelier, VT

9,995 sf Municipal Garage plus Mezzanine

WLA is working with East Montpelier to provide a 50-year solution for their Department of Public Works garage. WLA established vehicle and equipment needs of the facility and evaluated the orientation of the building onsite to provide access for a rooftop solar PV system while screening the vehicle yard from the street. To reach the town's net-zero sustainability goal, sprinkler system storage tanks will be used for thermal storage to reduce the load on the mechanical system. The structure is wood framed with alternative insulation options to reduce the use of oil-based products and lower the carbon footprint of the building. All of this was taken into consideration when looking at the life-cycle cost to own, operate and maintain the facility for a 30-year period.



Milton DPW Garage

Milton, VT

26,700 s.f. Municipal Garage plus Mezzanine

The Town of Milton had outgrown its previous public works facility and required a new 26,700 sf facility to house all of its equipment, offices and support space. The project includes a service bay with vehicle lift, a vehicle wash bay, a large storage space for equipment, tools and supplies, and a 3,200 sf office space to support the administrative needs of the staff. A salt shed was also built on site providing a single location for all Department of Public Works needs for the next 50 years.



Warren Town Highway Garage

Warren, VT

14,035 s.f. Municipal Garage plus Mezzanine

The Town of Warren is seeking a bond vote in November to replace their existing undersized and dilapidated highway garage. WLA, VHB and ReArch are all working with the facility committee to develop a project that will be long-lasting and affordable for the community. The project will provide enough enclosed space to house the Town's \$4 million dollars' worth of vehicles and equipment, as well as provide necessary office and support space. The project is planned to be located within an existing material storage site on Town owned land and will greatly improve traffic safety by removing much of the truck traffic from village streets. If approved, the project will be constructed in 2026.



Georgia Highway Garage

Georgia, VT

14,500 s.f. Maintenance Garage

Enclosed within an insulated metal panel skin, this 14,500 s.f. maintenance garage for the Town of Georgia Department of Public Works provides roughly 1,200 s.f. of office space and 13,300 s.f. of garage/storage space. This space accommodates the town's fleet of municipal vehicles and includes a wash bay. Additionally, the facility features radiant slabs within the apparatus, storage, and wash bays.



Grand Isle DPW Building

Grand Isle, VT

8,511 s.f. Footprint with 944 s.f. Mezzanine

The Grand Isle Department of Public works was seeking a code compliant biddable set of contract documents which followed the same scope and scale of the Public Works Building done in Swanton, VT. The Swanton building was done 6 years earlier and required a fresh review of codes, including building envelope requirements, fresh air systems, and efficiency of equipment and lighting to be used for the project. Also reviewed were different options for exterior and interior finishes. In addition, the project was compartmentalized to preclude the use of fire protection sprinkler systems which can be cost prohibitive in a community with inadequate municipal water service. WLA proposed some options for consideration and coordinated all MEP systems for the building and managed CA services for the client.



RR Charlebois

Milton, VT

68,000 s.f. Maintenance Facility

R.R. Charlebois is a regional dealership for Freightliner tractors and GM heavy duty vehicles. The building is designed to consolidate the operations of a dealership, maintenance garage, parts storage and retail truck parts into one efficient operation. The facility is located directly off the interstate, allowing for easy customer access. Historical preservation deemed the site an archeologically-sensitive area and we have preserved the most sensitive site in perpetuity. To date, WLA has designed four facilities for the Charlebois family on this site.

project approach.

BUILDING DESIGN

Our approach begins by understanding your goals, ambitions and expectations, assessing your needs, and providing options based on known constraints such as budget, schedule, future building expansion possibilities, and site restrictions.

We would propose the approach to the project consist of the following activities:

| Pre-Design | Move-in / Understand Phase

The Move-In/Understand phase would consist of information gathering to fully understand and define the uniqueness of the operations and the goals of the Owner. This phase of the study would include the following aspects:

- VHB will prepare an existing conditions site plan using publicly available aerial photography, GIS parcel boundaries, state LiDAR data and GIS natural resource info (e.g., VSWI mapped wetlands, habitat blocks, etc.) via the ANR Natural Resource Atlas.
- WLA & VHB will visit the existing site to verify existing conditions, and get a feel for the site and how it may be adapted for future use.
- WLA will facilitate meetings with the Town/Building committee to help us understand and document deficiencies related to the current facilities, and discuss required program elements.
- WLA will present and discuss with you design trends and concepts that may be incorporated into potential design options.
- WLA will begin an OPR (Owner's Project Requirements) document to list the quantitative and qualitative attributes of the space to be designed. This document will serve to guide the design team and ensure that all requirements are being met in the planning and design phases.

At the conclusion of this phase, WLA has gained a strong understanding of the Town's goals for the future, and gathered enough information to help us understand the limitations and opportunities offered by the site. We're now ready for the Create Phase.

| Schematic Design | Create Phase

The Create phase will commence the Conceptual Design process that consists of a continued analysis of the site and program and the development of alternative solutions. During this phase, we will develop and present alternatives that address the facility's needs, as defined in the previous phase.

Tasks include:

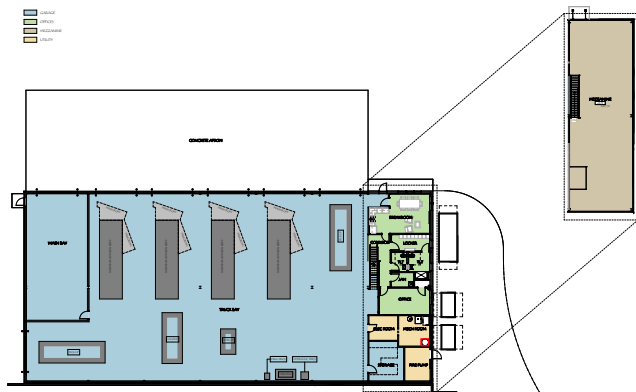
- VHB & WLA will develop conceptual site plan options identifying possible site and building layouts.
- WLA will develop conceptual floor plans and building massing options that meet the goals of the project as established.
- Attend planning meetings with the Town/Building committee to review alternatives and ultimately select a preferred alternative.
- Further develop presentation level drawings of the preferred alternative as defined below:
 - Conceptual site plan that depicts the proposed Town Garage, site access, parking layout, material / storage areas and site circulation.
 - Conceptual floor plan depicting all building spaces and square footage as determined in programming discussions.
 - Conceptual elevations and 3-d renderings depicting the exterior of the project within its site context.
 - Estimating guideline drawing with additional notes that will allow the estimating team to create a reliable estimate.
- ReArch will utilize the information provided by the design team to provide a schematic design estimate for the hard construction costs of the project.
- Full team meeting to review the estimate and confirm or edit as required.
- WLA will formulate an expected total project budget utilizing the hard construction costs and typical soft costs.
- WLA will develop an overall project schedule defining the path from start to finish of the project.

This phase of work will be complete upon delivery of site and building presentation drawings, a completed total project budget and related project schedule. The Town of Waitsfield will be well prepared to continue onto the next phases of the process including design development, construction documents, permitting, and construction.

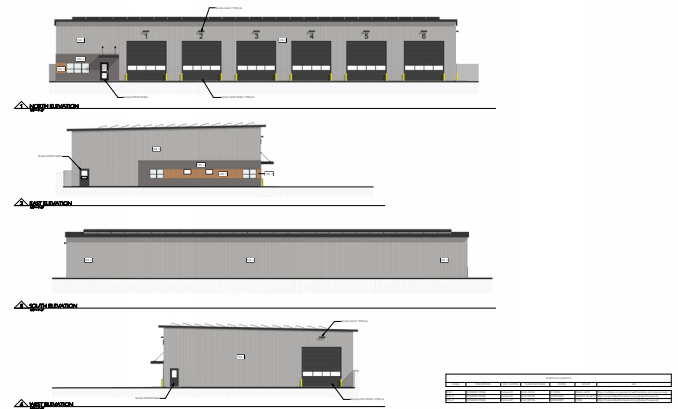
EDITORIAL PERSPECTIVES



EXTERIOR PERSPECTIVES



LEVEL 1 FLOOR PLAN



EXERCISES



Project Name & Type		Town of Warren, VT - New Department of Public Works Facility				 re-architect.com	
Design Development							
Date	21-May-20	RFPOSS Area - Main Floor	12,210	sf	Current Start date =	3-Nov-20	
		RFPOSS Area - Maintenance	1,623	sf	Current Finish date =	1-Nov-20	
		Gar. Shed		See Alternates	Project duration (w/ +/-)		
					Project duration (w/o +/-)		
					Estimated by end of	47%	
					Estimated wall to	10.47%	
					Construction (w/ +/-)	7.33%	
					Construction (w/o +/-)	12.94%	
			Total SF Area =	14,035			
Div/Trd	Cost Center	Description	Quantity	Unit	Detailed Total	Div. Total	
Div-01a	01-0000	PRECONSTRUCTION SERVICES	1.02	sf	\$ 24,195		
Div-01b1	01-0000	GENERAL CONDITIONS PER RFPO	10.77	sf	\$ 421,991		
Div-01b2	01-0000	FIELD OFFICE EXPENSES PER RFPO	0.58	sf	\$ 26,562		
Div-01c1	01-0000	PERMITS, INSURANCES & FUNDING PER RFPO	1.12	sf	\$ 45,120		
Div-01c2	01-0000	GENERAL REQUIREMENTS PER RFPO	0.58	sf	\$ 26,562		
Div-01c3	01-0000	GENERAL REQUIREMENTS as COST of Work from RFPO	0.58	sf	\$ 26,562		
Div-02	02-0000	EXISTING CONDITIONS			Not Applicable		
Div-03	03-0000	DEMOLITION WORK	26.42	sf	\$ 398,880		
Div-04	04-0000	MASSWORK VARIOUS		See Alternates	-		
Div-05	05-0000	STRUCTURAL & MECHANICAL STEEL	45.76	sf	\$ 696,077		
Div-06a	06-0000	PAVING CARPORTS & DRIVEWAYS	11.52	sf	\$ 159,840		
Div-06b	06-0000	FRESH CEMENTWORK	3.80	sf	\$ 49,377		
Div-07a	07-0000	ASPHALT PAVING & FINISHING	11.52	sf	\$ 159,840		
Div-07b	07-0000	RESILIENT & VARIOUS RUBBERS	7.62	sf	\$ 100,626		
Div-07c	07-0000	ROOFING & SLABING SYSTEMS	44.62	sf	\$ 688,488		
Div-07d	07-0000	CEILINGING & INSULATIONS	1.00	sf	\$ 14,000		
Div-07e	07-0000	APPLIED PERFORMANCES		See Alternates	-		
Div-08a	08-0000	PAINTED DOORS & HARDWARE	4.00	sf	\$ 52,000		
Div-08b	08-0000	SPECIAL DOORS & OPENINGS	6.22	sf	\$ 82,855		
Div-08c	08-0000	GLAZING & ALUMINUM GLAZING UNITS	1.00	sf	\$ 14,000		
Div-08d	08-0000	WINDOORS	1.02	sf	\$ 14,062		
Div-09a	09-0000	SKYLIGHTS & ROOM ASSEMBLIES		See Alternates	-		
Div-09b	09-0000	SKYLIGHTING		See Alternates	-		
Div-09c	09-0000	GLAZING	0.17	sf	\$ 2,380		
Div-09d	09-0000	GLAZING & WINDOW ASSEMBLIES	0.22	sf	\$ 3,100		
Div-09e	09-0000	GLAZING & PARTS	0.17	sf	\$ 2,380		
Div-09f	09-0000	GYPSUM WALLBOARD ASSEMBLIES	0.81	sf	\$ 11,553		
Div-09g	09-0000	CEILINGING	0.79	sf	\$ 11,070		
Div-09h	09-0000	HARDY TILE & INSULATED FLOORING	0.93	sf	\$ 13,005		
Div-09i	09-0000	PARTING & FINISHING	2.45	sf	\$ 34,517		
Div-10	10-0000	SPECIALTY TRIM	0.48	sf	\$ 6,720		
Div-11	11-0000	EQUIPMENT	0.39	sf	\$ 5,460		
Div-12	12-0000	FINISHES	0.12	sf	\$ 1,680		
Div-13	13-0000	SPECIAL CONSTRUCTION (GALT BEES)		See Alternates	-		
Div-14	14-0000	CONVERTING SYSTEMS		See Alternates	-		
Div-21	21-0000	PER SUPPLEMENT SYSTEMS			\$ 157,420		
Div-22	22-0000	PLUMBING SYSTEMS	8.82	sf	\$ 121,000		
Div-23	23-0000	PLUMBING SYSTEMS	88.14	sf	\$ 1,210,000		
Div-24	24-0000	MECHANICAL SYSTEMS			\$ 94,277		
Div-25	25-0000	INTEGRATION & AUTOMATION			\$ 565,400		
Div-26	26-0000	ELECTRICAL	40.00	sf	\$ 560,000		
Div-27	27-0000	COMMUNICATIONS (Cable/Conduit/Switch/Patching & Patch)		See Alternates	-		
Div-28	28-0000	SAFETY & SECURITY	2.50	sf	\$ 35,000		
Div-29	29-0000	RECYCLING	1.74	sf	\$ 24,360		
Div-31							



vhb
40 024 Dr
Building 130 Suite 200
South Burlington, VT 05403
802 457-8100

Warren Town Garage

VT Route 100 & Vaughn Brown Road
Warren, VT

Date	Project	City	State

Name	Title	Date

Review May 21, 2020

Not for Construction
Use Only

Overall Site Plan

C2.00

www.wla-vt.com

cost proposal.

The following is our cost proposal to provide conceptual design and cost estimating services as described in the RFP and our proposal submission for the Waitsfield Town Garage. The fee may be considered a fixed lump sum fee for the detailed scope of work. Reimbursable expenses are estimated and will be billed as accrued.

Waitsfield Town Garage

Conceptual Design, Site Planning, and Cost Estimating Services as defined in the Project Approach:

WLA - Schematic Design and Project Management	\$15,000
VHB - Existing Conditions and Site Planning	\$10,900
ReArch - Cost Estimating	\$3,800
Total Fee	\$29,700

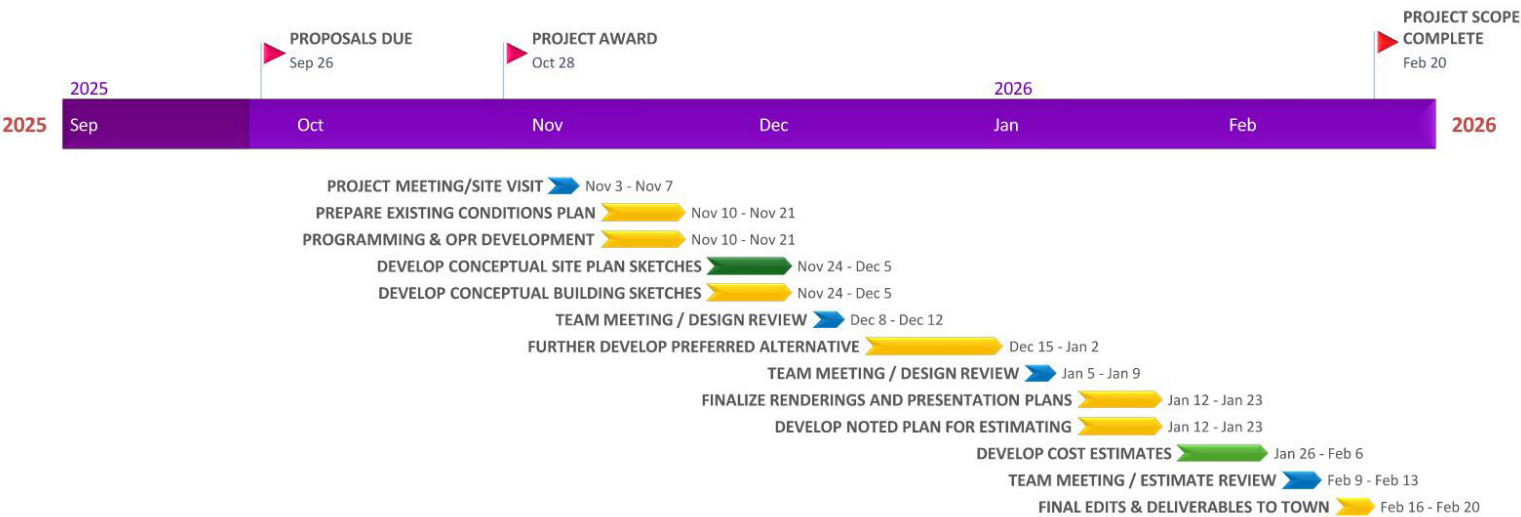
Estimated Reimbursable Expenses	\$300
--	--------------

Deliverables:
All documentation will be provided in PDF format. Large format prints will be provided for team meetings as necessary.

Optional Services: Phase 1 Environmental Site Assessment **\$4,950**
VHB understands that the proposed Project site at 761 Trembley Road in Waitsfield is currently home to the Town Garage and was formerly a municipal landfill per the ANR Natural Resource Atlas. Given the prior and current use of the site, the possibility exists that recognized environmental conditions may exist on the site and therefore VHB is proposing preliminary environmental due diligence that will include a Phase I Environmental Site Assessment (“ESA”).

project schedule.

The schedule below represents a possible path for the development of the design and project cost estimates for your new Town Garage. It utilizes information as provided within the RFP and adds tasks as identified within our proposal. This schedule is able to be adjusted as needed to suite the Town of Waitsfield.



why work with WLA.

- We value the team approach and have many years of experience with similar projects.
- We are a team of experienced professionals dedicated to delivering you a product that supports your goals.
- We are committed to creating buildings that are energy and resource efficient.
- We are committed to creating spaces that are beautiful, healthy, and enjoyable to be in.
- We provide excellent customer service, from pre-design to post-occupancy.
- We develop high quality construction documents which result in fewer surprises.



Thank you for your time and consideration.