



## MEMORANDUM

To: Tom Flanagan, Superintendent of Burlington School District

From: Joe Weith, Senior Project Manager

Date: December 10, 2021

Re: BHS/BTC – Recommendation for Architectural and Engineering Design Services

Burlington School District (“BSD”) issued a Request for Proposals (“RFP”) on November 3, 2021, for architectural and engineering (“A/E”) services for design and development of a new Burlington High School and Technical Center. This memorandum describes the process used to solicit and review A/E proposals and includes a recommendation by the A/E Proposal Review Committee (“Review Committee”) of which architect-led design team to engage for the new BHS/BTC project.

### Process

BSD issued the RFP for A/E services on November 3, 2021. A mandatory site visit for all interested parties was held on November 10, 2021. There were roughly 26 people in attendance representing 15 architectural and engineering firms. The proposal due date was November 26, 2021. Qualified proposals/bids were received from the following five (5) architect-led design teams:

- Dore + Whittier Architects
- Freeman French Freeman Architects, Colin P. Lindberg and Associates, Drummey Rosane Anderson Architects
- SEI Design Group
- Tetra Tech Architects & Engineers
- TruexCullins Architects, Lavalee/Brensinger Architects

The Review Committee evaluated the proposals using the following selection process criteria as outlined in the RFP:

1. Experience and qualifications of the proposer.
2. Cost of delivering the scope of work.
3. Understanding of project needs and goals.
4. Project approach
5. References
6. Demonstrated ability to meet schedules and deadlines. The ability and capacity to deliver the scope of work in a timely fashion.
7. Current workload of firm/availability to proceed on schedule.
8. Flexibility in working approach.
9. Knowledge of 21<sup>st</sup> century educational design.
10. Knowledge of the CHPS criteria for new construction and modernization.

Based on the above criteria, the Review Committee selected three (3) finalists for interviews which were held on December 7, 2021. The three (3) finalists included the Dore + Whittier Team, the Freeman French Freeman Team, and the TruexCullins Team.

### Recommendation

All three (3) finalists are well qualified and have extensive experience in designing public high schools and technical centers. Their knowledge of 21<sup>st</sup> century learning environments and approach to programming, design and stakeholder involvement is exemplary. While all three (3) design teams would serve the district well, the Review Committee recommends that the District engage the design team led by Freeman, French, Freeman (FFF), Colin P. Lindberg (CLA) and Drummey Rosane Anderson (DRA) for the following reasons:

- Qualifications: The qualifications of all three (3) architectural firms on the team are exceptional. FFF has completed several of Vermont's largest and most complex projects by partnering with outstanding architectural teams across New England including the University of Vermont STEM building. CLA has a long history working with BSD and has intimate knowledge of every school building in the District. DRA is a nationally recognized expert in the design of both K-12 schools and technical education centers including the design of dozens of high schools and tech centers throughout the northeast. The team also has strong understanding and significant experience working with CHPS and LEED design guidelines.
- Project Understanding and Approach: The FFF team has a strong understanding of the project and Burlington community and proposes an inclusive and collaborative approach focused on student centered learning, flexible multi-purpose spaces, sustainable design and support for diversity, equity and inclusion. Their approach also emphasizes the incorporation of pathways to lower costs and strategies to expedite the schedule.

- References: The Review Committee conducted a reference check of both in-state and out-of-state past and current clients of the architectural team. All references indicated an extraordinarily positive experience working and collaborating with the architectural team. The references included not only school district superintendents, but also facility directors and personnel involved with long term maintenance and operations of the buildings. Everyone we spoke with gave excellent references for FFF and DRA as the lead architect on their respective projects.
- Cost: As shown on the attached AE Design Fee Comparison Table, the fee proposal submitted by the FFF team is the lowest of the five (5) design teams, and therefore the most cost effective. Even after adjusting for additional services included in some proposals but not others, we estimate the total FFF fee to be approximately \$1.3M less than the next lowest cost proposal (based on \$125 million construction cost).

In addition to the above, the Review Committee strongly recommends that the School Board approve hiring an architect led design team at their December 14, 2021 meeting. The schedule moving forward is extremely aggressive. In order to have the necessary plans and cost estimates completed in time for a November 2022 bond vote, the design team must commence work in December.

### AE DESIGN FEE COMPARISON TABLE

	Freeman French Freeman/Colin Lindberg & Associates/DRA	Dore + Whittier	Tetra Tech	TruexCullins/Lavalee, Brensinger	SEI Design Group
Pre-Bond Fixed Fee	\$910,280.00	\$980,000.00	\$1,620,500.00	\$985,600.00	\$774,900.00
Post-Bond Fee					
< \$75m	5.25%	7.50%	To be negotiated	6.01%	6.15%
\$75m-\$100m	5.00%	7.25%	4.75%	5.76%	6.05%
\$100m-\$125m	4.77%	6.75%	4.75%	5.67%	5.95%
\$125m-\$150m	4.57%	6.50%	4.75%	5.55%	5.85%
\$150m-\$175m	4.25%	6.25%	4.50%	5.42%	5.75%
\$175m-\$200m	4.00%	6.10%	4.50%	5.29%	5.65%
> \$200m	3.75%	6.00%	To be negotiated	5.21%	5.55%
Post-Bond Fee based on \$125m project	\$5,712,500.00	\$8,125,000.00	\$5,937,500.00	\$6,937,500.00	\$7,312,500.00
<b>Total Fee Based on \$125m project</b>	<b>\$6,622,780.00</b>	<b>\$9,105,000.00</b>	<b>\$7,558,000.00</b>	<b>\$7,923,100.00</b>	<b>\$8,087,400.00</b>

Note: The above fees cover basic design services such as architectural, structural, MEP, landscape and civil engineering. Additional services to be provided by specialty consultants (e.g. audio-visual design, laboratory design, etc.) are not included. Costs for such additional services will be determined prior to a bond vote.