

MILLBROOK

BUILDING & REMODELING, INC.

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June 9, 2025

South Hero Town Clerk

333 Route 2

South Hero, VT 05486

RE: Proposal for Improvements to South Hero Town Highway Building

Millbrook Building & Remodeling, Inc. is pleased to submit this proposal in response to your Request for Proposals for improvements to the South Hero Town Highway Building. We have reviewed the project needs in detail and are confident in our ability to deliver high-quality, cost-effective results that align with the Town's expectations.

Millbrook Building & Remodeling, Inc. has been proudly serving Vermont since 1983. Over the past four decades, we have developed strong relationships with a variety of architects, engineers, and consultants, enabling us to deliver a personalized approach tailored to each project owner. We offer the experience and capabilities of a large company, while maintaining the personal attention and care that comes with being a family-owned and operated business based in Colchester, VT.

Our experience ranges from small residential homes to multi-million-dollar commercial jobs and everything in between. We remain committed to keeping current with the ever-changing construction industry, incorporating the best ideas, cost-saving strategies, and quality products to ensure each building owner enjoys a durable, efficient, and well-crafted result.

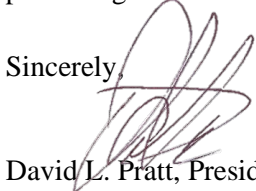
Our proposal includes the following services, as specified in the RFP:

- Installation of new commercial-grade vinyl siding with necessary trim and accessories
- Repair and reparing of the building's foundation where needed
- Installation of blown cellulose insulation over the existing office area – To be Provided Separately ASAP
- Construction of a new 12' x 14' insulated interior office space, including framing, drywall, and electrical coordination to be discussed .

We have also included detailed responses to the Town's evaluation criteria, references from past clients who can speak to our reliability and workmanship, and pricing and timeline estimates.

We welcome the opportunity to meet with the Select Board to discuss this proposal further and the possibility of partnering with the Town of South Hero on this important project.

Sincerely,



David L. Pratt, President

Millbrook Building & Remodeling, Inc.

Evaluation Criteria Response

1. Adequacy of Proposal in Addressing RFP Needs

Our proposal was written to address each item identified in your RFP with specificity and care. For the siding and trim replacement, we will utilize commercial vinyl siding along with essential accessories like light blocks, electrical outlet blocks, hose bib blocks, vent blocks, and J-channel. The south-facing gable end and west/east sides of the older front structure will be carefully sided after thorough inspection and any necessary sheathing replacement. We prioritize insulation efficiency and will include exterior wall rock wool insulation and a vapor barrier to meet building envelope needs. The foundation will be cleaned and parged to restore structural integrity. For the new 12' x 14' interior office space, we will construct fully insulated 2x4 walls, finish them with 5/8" drywall, and ensure electrical and lighting integration is coordinated to meet local code and user needs. (Over the office area, we will install blown cellulose insulation to meet recommended R-value standards. This will be priced separately.) A fixed glass window is included as an option. All debris will be removed, and the site will be left clean and safe.

2. Relevant Experience and Past Performance

Millbrook Building & Remodeling, Inc. has successfully completed numerous projects for municipal and public sector clients, including historic building upgrades, office construction, and envelope improvements. Notable examples include siding and retrofit work on century-old town buildings, weatherization for community centers, and structural repairs on municipalities. Our team is familiar with Vermont's weather challenges, older construction methods, and state/local building expectations. We consistently receive repeat business from satisfied clients, including towns, property managers, and engineers. Our project approach is transparent, communicative, and responsive to evolving on-site realities.

3. Quality of Previous Work

Our reputation is built on quality and integrity. We do not cut corners on materials or labor. Whether we're installing siding or framing an office, we use best practice methods and proven materials. We ensure all framing is square and level, insulation is properly installed with full cavity fill, and finishes such as drywall are securely fastened, sanded smooth, and ready for paint. Our clients appreciate our neat work areas, respectful crews, and durable results. Photographs and testimonials from previous projects are available upon request, and we are proud to stand behind all our work with confidence.

4. Record of Completing Projects on Time

Millbrook Building & Remodeling, Inc. understands the value of project completion in a timely manner. We employ experienced carpenters who coordinate trades and deliveries efficiently. Our pre-construction planning allows us to flag potential delays and work collaboratively with owners to avoid them. We have never missed a critical deadline on a public sector job and are proud of our ability to adapt in the field to meet or exceed timelines. We will attempt to adjust start dates and crew to align with the Town's preferred timing.

5. Project Completion Timeline

Our proposed timeline is 4–6 weeks from the notice to proceed:

- **Week 1:** Site prep, staging material, begin siding and foundation work.
- **Week 2–3:** Complete siding and trim, begin office area insulation.
- **Week 3–4:** Frame and insulate new interior office space.
- **Week 4–5:** Install drywall, electrical outlets and lighting to be discussed.
- **Week 5–6:** Finish sanding, install door/window, final site cleanup and walkthrough

6. References

Burlington Housing Authority Contact: Jeff Metcalf, Asset Manager Phone: (802) 540-3225

Vermont State Housing

Contact: Tyson Leno, Director of Maintenance
Phone: (802) 828-5606

State of Vermont Building and General Services of Design & Construction

Contact: Joe Aja
Phone: (802) 272-4949

Clerk of Works Contact: Peter Hicks
Phone: (802) 595-2983 (cell)

Mill brook Building & Remodeling, Inc.
 PO Box 526
 Essex Junction, VT 05453

Proposal | Estimate

Date	Proposal Estimate #
6/3/2025	8209

Name / Address
Town of South Hero Attn Anne Zolotas, Hwy Selectboard Liason 333 Route 2 South Hero, VT 05486

Project

Description	Qty	Rate	Total
Project: Town of South Hero Town Highway Building Improvements Scope of Work: Rot repair, Vinyl siding, concrete repair, construction 12x14 office space with door and sliding window, door/window casing and baseboard.			
Note: Insulation price will be provided ASAP separately from this proposal Exclusions: Painting, electrical work (to be discussed prior to pricing) & permits			
Price for materials and labor	1	25,600.00	25,600.00
		Total	\$25,600.00

Signature _____