

COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

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www.burlingtonvt.gov/cedo

DATE: April 15, 2024

RE: Summary of Questions and Responses for City of Burlington RFP for Site Work Construction Bids for City Hall Park Kiosk

RFP Link: <https://www.burlingtonvt.gov/RFP/rfp-for-site-work-construction-bids-for-city-hall-park-kiosk>

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On March 29, 2024 the City of Burlington Community & Economic Development Office (CEDO) posted an RFP for site work construction bids for the new City Hall Park Kiosk project. Questions concerning the details of the RFP were due by April 11th and formal responses from contractors are required to be submitted by April 18, 2024.

Below is a summary of the questions that were asked and staff's responses.

Question 1-1: Are all questions to be sent directly to CEDO and then CEDO distribute these questions to the design team as needed, and issue complete responses to bidders?

Question 1-2: Or are bidders expected to reach out directly to the design team for answers as suggested in RFP?

Response 1-1: Yes.

Response 1-2: No.

Question 2: Overall Scope is limited to the specific (10) numbered items listed?

Response 2: Scope is limited to the 10 items inclusive of all detail on the drawings and the two (2) add alternates.

Question 3: The kiosk will be unloaded (whether by truck or crane, by others), anchored, any misc. finish items required will be by others?

Response 3: No misc. finish items required by others.

Question 4: If work in this RFP is simply related to final connection to the kiosk (all kiosk work by others), there needs to be a more defined / exact determination of work by the Kiosk company and work by the contractor in this RFP for me to have a complete bid.

Response 4: The Site contractor will Install kiosk pad and footings (2), per site work drawings. Provide utility services as defined in site work drawings. Provide final electrical connection at main breaker in electrical panel and test electrical system.

Question 5: Where exactly does electrical work get terminated - at the main breaker in the panel already completed wired and inspected and tested within the kiosk?

Response 5: Yes.

Question 6: For plumbing, simply connecting to the 2" schedule 40 plumbed down to waste connection point in kiosk? I think there should be more clarity here.

Response 6: Water and sewer final connections will be completed by kiosk fabricator.

Question 7: I need help understanding the overall schedule. When will contract be issued/notice to proceed?

Response 7: The notice to proceed will depend on the size of the bid (if the contract exceeds \$50k it needs to be approved by the Board of Finance, and if the contract exceeds \$100k it needs to be approved by City Council).

- Under \$50k notice to proceed will be the week of April 22nd
- Between \$50k and \$100k notice to proceed will be April 30th
- Over \$100k notice to proceed will be May 7th

Question 8: Is the 5/28 set in stone?

Response 8: No. If it is not possible to meet this date it can be adjusted.

Question 9: Depending on when an actual notice to proceed and start of construction is provided this date will not be possible for me to achieve. There may not be a huge amount of work involved, but there are many different pieces involved and it all takes time. What is the final date required for kiosk opening / final electrical connection, sewer connection, patio rehabilitation?

Response 9: The goal is for the Kiosk to be open to the public on for the Juneteenth celebration on June 15, 2024. We understand this may not be achievable.

Question 10-1: Grading plan? Top of concrete footing for (2) piers?

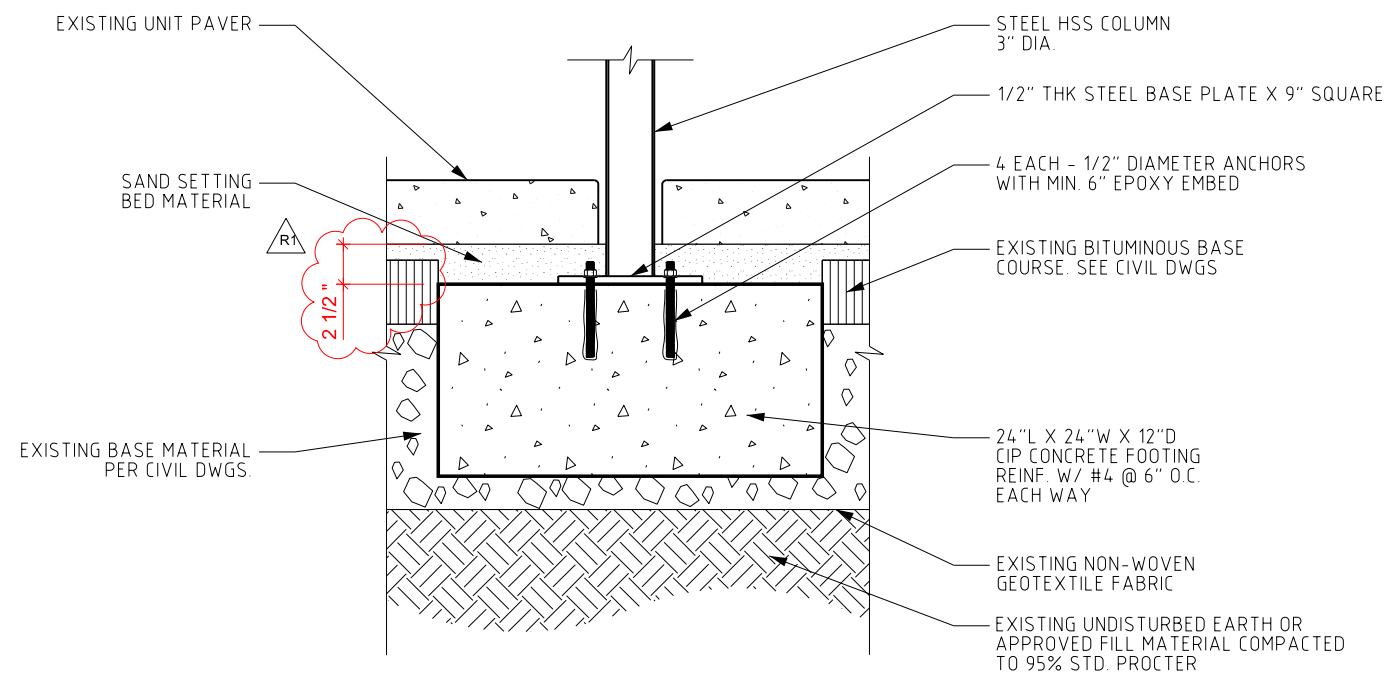
Question 10-2: Top of concrete slab for kiosk?

Response 10-1: See attached sketch on Sheet A-022.0, Detail 1: Kiosk Column Footing.

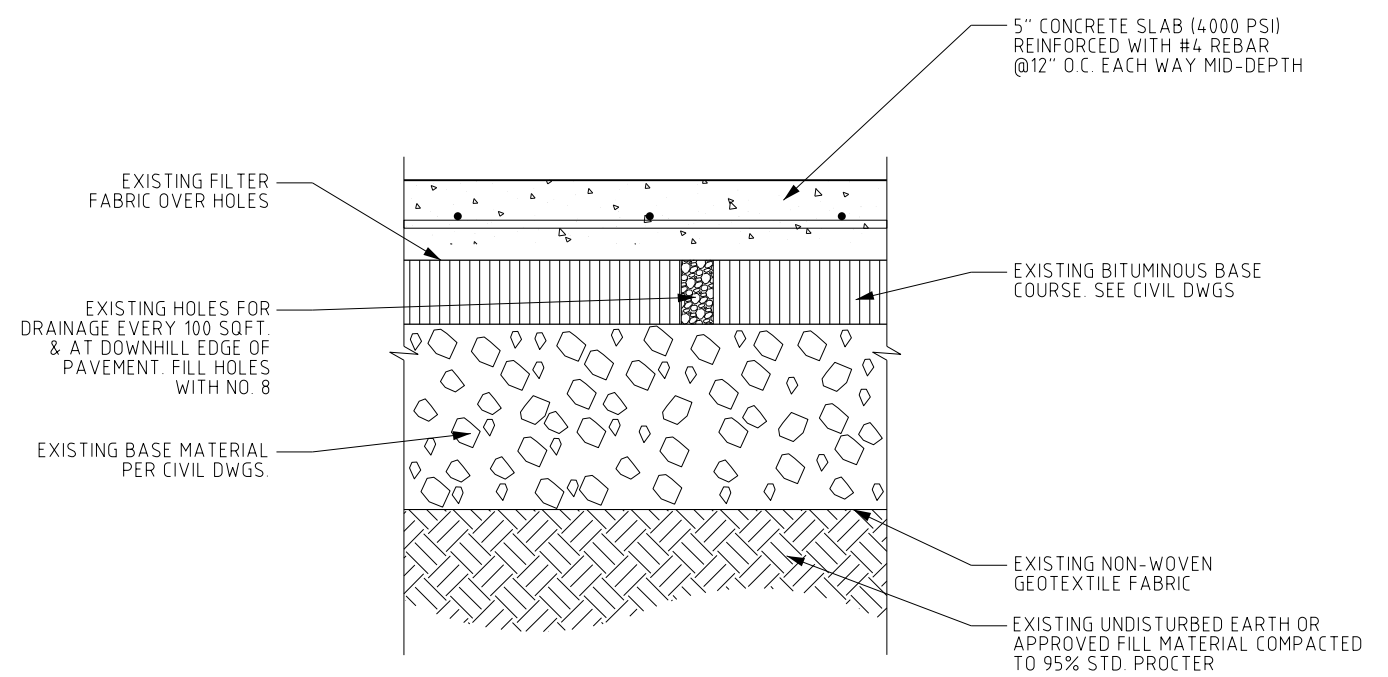
Response 10-2: Top of concrete slab to match adjacent pavers elevation.

Question 11: What is the estimated construction budget?

Response 11: \$50,000.00



1 KIOSK COLUMN FOOTING



2 KIOSK PAD

[GENERAL NOTE]
1. REFER TO:
WAGNER HODGSON BID SET DRAWING L-500
DUBOIS KING CIVIL DWGS C501
2. REINSTALL PAVERS
AFTER KIOSK INSTALLATION IS COMPLETE