

Amendment #1 to 311 North Ave, Stone House Cottage RFP

Date: February 5, 2021
To: All Proposers
From: Burlington Parks, Recreation & Waterfront (BPRW)
Re: BPRW Responses to Questions Received by Deadline

The following questions were received according to the procedures and timeline outlined in the 311 North Ave, Stone House Cottage RFP, issued by BPRW on Wednesday, January 20th, 2021. Responses are listed below each question in *italicized blue text*.

- 1) Would you be allowed to go with a design/build process?

Answer

No. While we thought we could go with that approach it is not feasible for this project. The next step after the conceptual plan would be to bid out the design of the first phase.

- 2) In Section V-2 does the reference to 'labor hours by task' refer to project component Task 1 through 5 in Section IV of the RFP, or to the architect and consultant tasks required to execute the scope of the RFP?

Answer

Labor hours by task refer to component Task 1 through 5 in Section IV of the RFP. If there is additional work you would recommend that is not covered in the RFP, you would specify that with the associated new task

- 3) In response to Section V-3, are you asking for the costs and percentage of architect and consultant fees dedicated to each project Task 1 through 5, or dedicated to the architect and consultant tasks required to execute the scope of the RFP?

Answer

Labor hours by task refer to component Task 1 through 5 in Section IV of the RFP. If there is additional work you would recommend that is not covered in the RFP, you would specify that with the associated new task

- 4) Please clarify difference(s) in the information you are requesting for Items V-2(c) vs. V-3 and V-3(a).

Answer

There will be similar information provided between the two but V3 will include both labor and direct expenses with a project total at the bottom. See the included example from another project that had the same language in the RFP. I removed the names of the individuals and substituted "name" to keep the example anonymous.

A proposed summary of estimated labor hours by tasks and labor class for our project team follows.

	Name	Name	Name	Name		TOTAL
Task 0. Communications and Project Management						
0A. Project Kickoff Meeting	1	2	1	1		5
0B. City Project Team Meetings (3)		6	3			9
0C. Ongoing Project Management	2	8				10
Task 1. Site Inventory and Analysis						
1A. Site Visits		8	8			16
1B. Site Research		2	4	4		10
1C. Basemap and Site Analysis Development		8	16	24		48
Task 2. Community Engagement						
2A. Three Stakeholder Meetings (Exploration/Review/Refine		6	3	3		12
2B. Public Meetings - Exploration/Concept Review/Final Re		12	12	12		36
2C. User Surveys and Meeting Prep		4	4	12		20
Task 3. Plan Development						
3A. Site Use Matrix	1	4	8	8		21
3B. Conceptual Plans	2	12	16	20		50
3C. Conceptual Plan Metrics (Economics/Costs/Impacts)	1	4	4	8		17
3D. Final Plan Development	2	16	20	32	40	110
3E. Project Prioritization and Phasing	1	8	8	16		33
Task 4. Final Siting Study						
4A. 90% Report to City Project Team for Review	1	4	4	12		21
4B. Final Plan Refinement and Delivery		2	2	8		12
Total Labor Hours	11	106	113	160	40	430

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Labor		Labor Rates					
		Labor Cost					
Direct Expenses		Transportation (miles/\$0.575):					
		Parking:			Total Cost (Direct Expenses):		
Cost Summary				Total Labor Cost:			
				Direct Expenses:			
				Total Price:			