

REQUEST FOR PROPOSALS

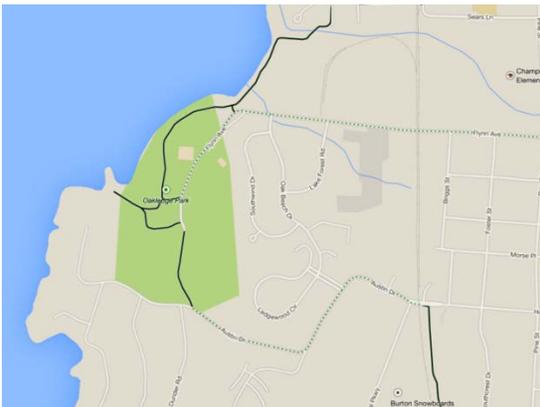
Date: Wednesday, December 10, 2014
To: Landscape Architects, Planners, Architects
From: Burlington Parks, Recreation & Waterfront
Re: Oakledge Park Amenity Siting Study & Conceptual Master Plan

I. LOCATION: Oakledge Park, 0 Flynn Ave, Burlington, VT 05401

Oakledge Park is a regional park facility located in the South End of Burlington. The park houses the following amenities:

- One playground
- Various open fields
- Informal open turf areas
- One adult softball field
- Three bocce courts
- Three tennis courts
- Two volleyball courts
- Accessible Tree House
- Upper pavilion with picnic area, storage & restroom
- Lower pavilion with picnic area, storage & restroom
- Two beaches
- Various wooded natural areas
- Burlington Bike Path
- One paved parking lot
- One gravel parking lot

The park contains areas of high quality forest, seasonal high water table, shallow depth to bedrock, and has significant stormwater challenges, including high water table flooding during the shoulder seasons and after rain events that renders some recreation facilities unusable as well as occasional flooding from Lake Champlain.



Oakledge Park Locator Map



II. DESCRIPTION OF CURRENT CONDITIONS

This study and conceptual master plan, informed by the Burlington Parks Master Plan, seeks to build a long-term siting strategy for existing and future amenities at Oakledge Park. While Oakledge provides a spectacular natural setting, the park contains several amenities that are in need of siting evaluation and analysis, outcomes from which may include the renovation or relocation of specific amenities. There are also opportunities to integrate new amenities into the park, and future potentials must be considered with respect to the existing amenities and the long-term conceptual master plan of the park. Oakledge is an immensely popular park known for its spirit of passive recreation, especially during the busy summer season. It functions as an essential recreational, south-end, and regional hub within the Burlington parks system.



Oakledge Park Aerial Photo



III. SCOPE

The scope of this park Amenity Siting Study & Conceptual Master Plan includes:

- Site Inventory & Analysis to include:
 - Stormwater assessment
 - Groundwater/sub-surface/hydrology mapping
 - Natural resource inventory (geology, wetlands, vegetation)
 - Soil borings representative of existing geological conditions within park
 - Location of existing infrastructure & amenities
- Evaluate and analyze existing amenities and open spaces within park, considering and providing recommendations on:
 - Protection, stabilization and mitigation of existing amenities as detailed above
 - Potential future amenities including: replacement of the existing playground with a universally accessible playground, recreation rink (roller & ice), dog park, Bike Path expansion on Austin Drive
 - Confirmation of parking quantities required to support existing and future amenities
 - Identification of areas to remain “natural” and areas that can be reclaimed as woodland;
 - Improved park-wide storm water management integrated within “natural” areas; Include appropriate ecological restoration that will benefit stormwater management, minimize impact of seasonal high water table & incompatibility between recreation facilities and natural ecosystems
 - Improved park-wide pedestrian and vehicular circulation that incorporates the proposed, future Bike Path Rehabilitation realignment
 - Relief of congestion at northern park entry pinch point
 - Potential elimination of the gate house booth
 - Potential elimination of parking on Flynn Ave and addition of bike lane
- Provide recommendation for project prioritization and potential long-term phasing
- Based on the recommendations, provide estimates for stabilizing, renovating or relocating viable amenities
- Deliverables of the study/conceptual master plan:
 - Site plan of existing conditions
 - Site plan of proposed amenities
 - Verbal and graphic report synthesizing findings of survey, analysis, recommendations, prioritization and cost estimates
- Engage with BPRW staff; conduct informational and design charrette and meetings with BPRW staff and other stakeholders/city staff as needed

IV. ESTIMATED DESIGN CONTRACT

In compliance with City procurement and competitive bid requirements, please provide a quote for design work necessary complete the scope as detailed in this request for bids. The City’s estimated budget for this scope of work is \$12,000



V. PROPOSED PROJECT SCHEDULE

- Late Dec Proposals received
- Early Jan Consultant team identified; kick-off meeting with BPRW staff
- Jan-Feb Site survey & analysis; share findings/charrette with BPRW staff
- Mar Develop recommendations, prioritizations & cost estimates; prepare & present draft study to BPRW staff
- April Prepare & present final deliverables

VI. SUBMITTING PROPOSALS

Proposals and all supporting documentation must be submitted by **noon on Monday, December 29, 2014.** Proposals to include:

- Project team
- Confirmation of proposed schedule
- Confirmation of understanding of deliverables
- Contract cost
- Up to three references

VII. SCHEDULE & CONTACT INFORMATION

In compliance with the City of Burlington's Procurement Policy, BPRW will obtain at least three bids that will be evaluated on:

- Range of relevant skills & expertise
- Demonstrated understanding of project & scope
- Experience with comparable projects
- Cost & value
- Completeness, clarity and quality of proposal

The selected consultant/contractor and all subcontractors will be subject to the City of Burlington's Livable Wage Ordinance. Each party will be required to sign and notarize the Livable Wage Compliance Certification. See attached Livable Wage Poster for fiscal year 2014.

Proposals and questions should be submitted via email to Jon Adams-Kollitz, Parks Project Coordinator, Burlington Parks, Recreation & Waterfront at jadamskollitz@burlingtonvt.gov.