

Responses to Questions on the Englesby Brook Watershed Flow Restoration Plan RFP

1. Have you determined a preliminary budget for the above project?
 - a. We have received a grant \$63,249 from VTRANS (20% match) for the project, with a total grant eligible project budget of \$79,061. That does not include the “supplemental” analysis mentioned in the RFP. The total project cost can certainly be less than \$79,061.
2. Do you want the technical proposal and cost proposal in separate envelopes?
 - a. The cost proposal does not have to be in a separate envelope since this is not a purely qualifications based selection process. It can be included in the RFP.
3. Does the supplemental scope item count toward the 20 pages allotted for the technical proposal, or can a write-up describing our proposed approach to the supplemental task be provided as a standalone document?
 - a. To clarify – response to Task #6: supplemental scope is not OPTIONAL; it is just that it won’t be part of the official base scope of work that **MUST** be completed as part of the project and part of the grant funded work. It will very likely be listed as a supplemental item in the final contract, which can be activated at the discretion of the City based on the results of the FRP and other factors in the regulatory realm.
 - b. In light of the fact that you may need to include additional resumes, qualifications, approach/scope of work discussion, the City will increase the page limit to 24 pages (double sided). If you wish to submit as a separate section of the proposal, that will be accepted as long as the total page count of all of your materials is not greater than 24 pages. The cost must be listed in a separate section of the cost proposal under Task 6: Supplemental.

Please email Megan Moir (mmoir@burlingtonvt.gov) if you submitted questions prior to the deadline but which are not answered above.