



St. Albans Town DPW Relocation Design Services RFQ/RFP 10-Oct-18

Background

St. Albans Town has retained the services of Matt Young of Ascent Consulting LLC as their Municipal Project Manager (MPM) to assist with preconstruction and construction of a new Department of Public Works (DPW) facility from its current location along Lake Champlain to a town owned 72-acre parcel at Brigham Rd. The Town has been authorized by its voters to complete design and bid the project. However, the authority to build the project will be contingent on voter results on Town Meeting Day, 5-Mar-19.

Schedule

The preconstruction phase of this project is on a very tight schedule and key milestones must be met. The selected team must be ready to start work immediately.

- | | |
|--------------------------------|-------------------------|
| 1. Post Design RFQ/RFP | 10/10/18 |
| 2. Design RFQ/RFP Due | 10/24/18 3pm EDT |
| 3. Select Design Team | 10/30/18 |
| 4. Submit DRB Package | 11/21/18 |
| 5. Complete 50% Design | 11/29/18 |
| 6. Complete Bid Package Design | 12/13/18 |
| 7. Meetings | |
| a. DRB Public Notice | 11/21/18 |
| b. DRB Meeting No. 1 | 12/13/18 |
| c. Town Meeting for Vote | 03/05/19 |

Instructions

All questions re: this project must be directed to Matt Young at myoung@ascentconsultingllc.com and copy Carrie Johnson, Town Manager at Carrie Johnson c.johnson@stalbanstown.com Proposal response is due no later than 24-Oct-18 3pm EDT via email in a pdf format. Hard copies are not required. Limit page count to 20. The Town reserves the right to make decisions based on what is in the best interest of the Town and the project. Single service firms are encouraged to propose just as well as a full-service or teamed firm. The Town reserves the right to award to individual firms to form a design partnership. The cost of preparation of this RFQ-RFP will be solely responsible of the responder.

Design Narrative

This project consists of 14,960 gsf public works garage, 2,112 gsf offices and 1,050 gsf wash bay with a total structure of 18,122 sf. There is a separate salt shed with that is 6,000 sf. The garage is a shed roof structure with 14' high overhead doors and a 16' foot interior clearance. Office is a single story shed roof structure, attached to the West end of the garage. The wash bay is a shed roof structure attached to the East end of the garage. The length of this building runs East and West with overhead doors facing South. This project is located at a town owned 72-acre property at Brigham Road, St. Albans Town, VT.

**Program**

| | | |
|------------------|-----------------------------|-------------------|
| Offices | 64'x33' | 2,112 gsf |
| | Office-1 | |
| | Office-2 | |
| | Office-3 | |
| | Breakroom | |
| | Bathroom-1 | |
| | Bathroom-2 | |
| | Storage | |
| | Mechanical/I.T. Room | |
| | Circulation | |
| Garage | 68'x220' | 14,960 gsf |
| | 3 Bays-Excavation Equipment | |
| | 3 Bays-Truck Equipment | |
| | 2 Bay-Lift and Mechanics | |
| | 2 Bay Storage & Shop | |
| | 1 Bays Sign/Misc. Storage | |
| Wash Bay | 21'x50' | 1,050 gsf |
| | Gross Building SF | 18,122 GSF |
| | | |
| Salt Shed | 50'x120' | 6,000 gsf |

Basis of Design

A. Substructure

1. Building excavation and pad preparation included.
2. Foundation work to be cast-in-place concrete for footings and frost wall.
3. Slab-on-grade in garage is 6", slab-on-grade for office area is 4" with wire mesh.
4. Salt shed to receive 5" slab-on-grade with rebar and 10'x10" high concrete perimeter wall for salt/sand containment.

B. Building Core & Shell

1. The building structure consists of a pre-engineered steel with metal roof/wall finish cavity insulation in compliance with VT 2015 Energy Standards.
2. Windows are assumed as standard double hung as provided by the metal building supplier.
3. Overhead doors consist of primarily sized 14' hx16'w electric powered with insulated glass window.
4. All exterior service doors are insulated hollow metal with welded hollow metal frames and standard commercial grade hardware.
5. Salt shed structure is included as a wood framed truss
6. Security locks excluded.

C. Interior Finishes

1. All interior walls constructed of metal studs, 5/8" gypsum, mud/taped, prime painted with 2 coats of finish.
2. All floor finishes to receive VCT with vinyl base.



3. All interior doors to receive KD metal frames, hollow metal doors, 5"x20" vision panel and commercial grade hardware.
4. Drywall returns at windows with vinyl sill.
5. Fire extinguisher cabinets, standard vinyl mini window blinds. Standard ADA signage.
6. Breakroom appliances include commercial grade ice maker, refrigerator and microwave.
7. Standard toilet accessories.
8. Breakroom cabinets 16' upper and lower units with p-lam countertops.

D. Services

1. Each bathroom to receive one prefabricated shower, one toilet tank toilet, one urinal and one sink.
2. Office area heating included as hydronic baseboard, with wall mount propane boiler and 80-gallon water storage for domestic water use.
3. Garage heating to include in-floor radiant heat with wall mount propane boiler and one gas fired ceiling mounted heater at the work bench area and two make-up heaters
4. Linear floor drains located in front of all overhead doors and two floor drains at storage area.
5. Standard power distribution and energy efficient light fixtures with occupancy sensors.
6. Life safety items such as smoke detectors, fire alarms, strobes and CO2 detectors are included.
7. Wet system fire sprinkler.
8. Excludes air conditioning.
9. Locally monitored CCTV and security.
10. A single vehicle Plymovent exhaust system is included.
11. Wall mount hand wash and eye wash/shower station.
12. Unit heater at wash bay.
13. Fire truck fill connection.

E. Equipment

1. Six metal lockers.
2. 10-ton truck lift, surface mount.
3. 150 psi, 80-gallon compressor.
4. Fueling dispenser to be relocated by owner.

F. Special Construction

1. Wood framed salt shed included.

G. Building Sitework

1. Water and sewer force main tie-in to St. Albans City system.
2. Power tie-in to Green Mt. Power.
3. Assumed re-use of existing road base. Driveway included as asphalt 2" base and 4" topping and 18" sub-base.
4. Existing drive to be rebuilt, recycle existing stone base and install new fabric.
5. 5" thick x 40' concrete apron included along overhead doors, length of building.
6. Asphalt paving for general parking and yard.



7. Operable entry security gate.
8. Storm management.

Scope of Services

Due to the type of building and its use, the design services required will be a hybrid approach. The building core & shell will be design-build. By going this approach, the Town can benefit by receiving bids on either a pre-engineered steel, pre-engineered wood building or other accepted structures. The foundation design will be completed by the Town's design team. Design fees and reimbursables are to be lump sum. Design services required:

1. Civil & Utilities
2. Structural
3. Architectural
4. Mechanical, Electrical, Plumbing,
5. Fire Protection (will be design-build, provide oversight)
6. Use of 3D design required, either Revit, Sketch-up or similar software

Required Information

The following information is required. Please keep your response brief and limited to 20 pages.

1. Team Experience
 - a. Firm outline, in-house services, etc.
 - b. Lead designer and resume
 - c. Subconsultants, if applicable
 - d. Similar client and project
 - e. 3D design experience
 - f. Copy of E&O insurance for each discipline
 - g. Unit prices for additional services
 - h. References
2. Signed Proposal Form



**Proposal Form
St. Albans Town DPW Relocation
10-Oct-18**

Firm Name: _____ Primary Contact: _____

Address: _____

Email: _____ Telephone: _____

(If services not included, fill in as N/A)

1. Civil & Utility Design: \$ _____ Firm: _____

2. Structural Design: \$ _____ Firm: _____

3. Architectural Design: \$ _____ Firm: _____

4. MEP Design: \$ _____ Firm: _____

5. Fire Protection: \$ _____ Firm: _____
(oversight)

Total Proposal \$ _____ Lump Sum (includes all reimbursable)

The undersign is authorized to commit the team to the cost and schedule as outlined in the RFQ-RFP. The undersign is also aware of the aggressive schedule and have the team, resources and time to adequately complete this project.

Name: _____ Title: _____
(Print)

Sign: _____ Date: _____