

## Town Administrator

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**From:** Alan Huizenga <ahuizenga@gmeinc.biz>  
**Sent:** Wednesday, August 15, 2018 1:41 PM  
**To:** Town Administrator  
**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements >>follow-up questions  
**Attachments:** 28-020 Bristol Revised Agreement.pdf

Hi Valerie-

Thanks for the questions. I have attached a revised agreement and included my responses below in red. Unfortunately, I have a conflict with August 20<sup>th</sup> and will not be able to attend the meeting. If you see anything here that raises concern, please let me know and I will try to address before Monday.

Sincerely,  
Alan

Alan Huizenga, P.E.  
President  
**Green Mountain Engineering, Inc.**  
802-862-5590

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**From:** Town Administrator <townadmin@bristolvt.org>  
**Sent:** Tuesday, August 14, 2018 4:37 PM  
**To:** Alan Huizenga <ahuizenga@gmeinc.biz>  
**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements >>follow-up questions

Hi Alan,

A few questions or comments came up at last week's meeting about the proposal that I was asked to follow up on.

- It was noted that the Mountain View Street Waterline Replacement was referenced on page 2 (oops).

Definitely an oops on my part. That's what I get for trying to get this out the door without Theresa around to edit! Revised agreement is attached.

- The Selectboard questioned the expenses associated with the design, construction, and resident services related to the underground power. It's their understanding that the Town agreed to install above-ground electricity (and cable?) and that Stoney Hill would be responsible for the difference. They asked whether that proration was reflected in the engineering, construction, and resident services associated with that. I guess we would need to get a quote from GMP for above and below ground scenarios.

The design for the underground power, cable, TV is already completed by Stoney Hill, so there is no cost to the town with regard to that. These utilities as well as the gas line were merely mentioned in the agreement as one of the scope items because it was in your request to be coordinated. Our intention is to show these utilities on the plans as being "installed by others", but we do need to show it on the plans, so the Town's contractor is aware of its location, as well as reach out to VTGas for their proposed location and design. VTGas has not provided a design for Firehouse Drive to date.

GME will prepare a plan to be reviewed by the Town that clearly shows the limit of work for the Town's contractor for sidewalk and roadway construction and the appropriate details, so this piece can be bid separately.

We will also be preparing a set of contract documents to be distributed to select contractors for bids with Information for Bidders, General Conditions, Bid Form, Notice to Proceed, Final Acceptance and General Requirements, similar to the package that was provided for the Mountain View Waterline Replacement.

They also raised the point or question whether GMP and WCVT typically do their own engineering and construction for their facilities, in which case, GME's role would be more of coordination. I don't recall whether cable is typically above or below ground.

See previous response.

- The question also came up for clarification: what is Basic Services for \$2K and is it the same as Construction Services?

Basic Services covers the tasks described in Section II(A)(2) of the agreement, which are essentially the paperwork/admin tasks of the construction project (i.e. meetings, submittals, change orders, certificates of completion, and pay requisitions).

- And, finally, it was noted that the Resident Services appear to substantially overlap with the Construction Phase services. What is the basis of the additional (estimated) 24 hours @ \$1,450 NTE?

Resident services covers the on-site time and is described in Section II(B) of the agreement. It includes confirming layout, materials and quantities, as well as witnessing field tests, if any. This item is an estimated Not-to-Exceed, so the Town would only be invoiced for the actual time spent with regard to sidewalk and road construction.

The next meeting will be Aug. 20. Let me know if you want to chat about anything.

Thanks!

--Valerie

Valerie Capels, Town Administrator  
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**From:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>  
**Sent:** Wednesday, August 1, 2018 9:11 AM  
**To:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

Hi Valerie-

Here is our proposed agreement for the Firehouse Drive improvements. Please let me know if you have any questions.  
Best,  
Alan

Alan Huizenga, P.E.  
President  
**Green Mountain Engineering, Inc.**  
802-862-5590

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**From:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Sent:** Thursday, July 26, 2018 1:55 PM  
**To:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>  
**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

Absolutely. Sometime between tomorrow and Wednesday would be great. Thank you,

--Valerie

Valerie Capels, Town Administrator  
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**From:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>  
**Sent:** Thursday, July 26, 2018 1:53 PM  
**To:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Cc:** Kevin Harper <[kevin@bristolworks.org](mailto:kevin@bristolworks.org)>; Eric Cota <[mjcota@gmavt.net](mailto:mjcota@gmavt.net)>; Peter Coffey <[pcoffey@gmavt.net](mailto:pcoffey@gmavt.net)>  
**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

I can get you something tomorrow, Valerie. Will that work?  
Alan

Alan Huizenga, P.E.  
President  
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**From:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Sent:** Thursday, July 26, 2018 1:45 PM

**To:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>

**Cc:** Kevin Harper <[kevin@bristolworks.org](mailto:kevin@bristolworks.org)>; Eric Cota <[mjcota@gmavt.net](mailto:mjcota@gmavt.net)>; Peter Coffey <[pcoffey@gmavt.net](mailto:pcoffey@gmavt.net)>

**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

Hi Alan,

I know you have had your hands full lately. Have you had a chance to consider a proposal? The Selectboard is meeting August 6 and this could be on the agenda.

Thank you,

--Valerie

Valerie Capels, Town Administrator  
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**From:** Town Administrator

**Sent:** Friday, July 13, 2018 3:57 PM

**To:** 'Alan Huizenga' <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>

**Cc:** Kevin Harper <[kevin@bristolworks.org](mailto:kevin@bristolworks.org)>; Eric Cota <[mjcota@gmavt.net](mailto:mjcota@gmavt.net)>; Peter Coffey <[pcoffey@gmavt.net](mailto:pcoffey@gmavt.net)>

**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

That's great, Alan. Thank you. Kevin H. and I talked about this yesterday and agreed it makes perfect sense.

--Valerie

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**From:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>

**Sent:** Friday, July 13, 2018 3:43 PM

**To:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>

**Cc:** Kevin Harper <[kevin@bristolworks.org](mailto:kevin@bristolworks.org)>; Eric Cota <[mjcota@gmavt.net](mailto:mjcota@gmavt.net)>; Peter Coffey <[pcoffey@gmavt.net](mailto:pcoffey@gmavt.net)>

**Subject:** RE: Stoney Hill, Firehouse Drive infrastructure improvements

Hi Valerie-

GME would be happy to assist the town with this work, assuming Kevin does not object to us being involved? We can put a bid package together for the Town's portion of the improvements by pulling information from the Fire Station plan as well as the SHP Residential project plans. I can get back to you next week with a proposal for the scope items you have outlined.

Thank you,  
Alan

Alan Huizenga, P.E.  
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**From:** Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Sent:** Friday, July 13, 2018 3:08 PM  
**To:** Alan Huizenga <[ahuizenga@gmeinc.biz](mailto:ahuizenga@gmeinc.biz)>  
**Cc:** Kevin Harper <[kevin@bristolworks.org](mailto:kevin@bristolworks.org)>; Eric Cota <[mjcota@gmavt.net](mailto:mjcota@gmavt.net)>; Peter Coffey <[pcoffey@gmavt.net](mailto:pcoffey@gmavt.net)>  
**Subject:** Stoney Hill, Firehouse Drive infrastructure improvements  
**Importance:** High

Hi Alan,

The time is approaching for the Town to follow through on its commitment to construct the following infrastructure along Firehouse Drive to the southerly boundary of the Fire Station property in accordance with the 2015 Purchase and Sale Agreement between the Town and Stoney Hill Properties, LLC and the Fire Station Agreement:

- Construct approx. 380' of sidewalk and curbing,
- Build remaining 180' of road,
- Pave remaining 180' of road,
- Install underground 3-phase electricity,
- Install underground fiber optic, telephone, and data lines, and
- Possible installation of natural gas pipeline.

Because GME is closely involved with both the Fire Station project and the recently approved Stoney Hill Residential Project, would GME be available and interested in working with the Town to move those forward? It appears that the cost estimates obtained in 2015 (summarized below) did not include engineering expenses for the sidewalk and appropriate locations for the underground infrastructure (depths, separation distances, etc.).

2015 Cost Estimates		
Pending Work	Estimate/Price	Notes
380' sidewalk	\$15,960	Estimated at \$42/lf; not sure about curbing.
Build remaining 180' of road	\$3,960	180' x \$22/foot
Pave remaining 180' of road	\$6,488	519 yds @ 12.50/yd
Three-phase electricity	\$5,551	GMP quote #23257
Fiber optic, telephone, data	TBD	WCVT
<b>TOTAL</b>	<b>\$31,959</b>	

If you are interested and available to work with us on this, would you be able to provide a quote and timeline for the following scope of work? And if I've missed anything, please let me know.

#### SCOPE OF WORK

- Develop an engineered plan for construction of the sidewalk and curbing as depicted in the attached Stoney Hill Housing site plan;
- Develop an engineered plan for construction of the underground infrastructure;
- Work with representatives of the utilities involved (GMP, WCVT, VT Gas) to apply the appropriate specifications;
- Assist the Town in obtaining any necessary permits or state approvals;
- Assist the Town in bidding appropriate components of the project and/or obtaining updated quotes based on the final plans; and
- Serving as Clerk of the Works/Project Manager to ensure construction is coordinated and sequenced appropriately with the Stoney Hill Residential Project.

The Public Works Dept is prepared to provide the gravel for the roadway build and to prep it for pavement. Zoning Administrator Kris Perlee will accept the attached site plan as an administrative amendment to the Fire Station permit file. I don't know if an Act 250 amendment will be necessary for the Fire Station project because the approved site plan for that project shows a different sidewalk alignment. Perhaps that can be cross-pollinated with the Stoney Hill Residential Project Act 250 review. We would be open to ideas about how to best coordinate this project with the residential project to maximize efficiencies in mobilization, materials cost, etc.

Let me know your thoughts and if you need any other information. Feel free to call if you would like to discuss.

Thanks!

--Valerie

Valerie Capels, Town Administrator  
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