



MEMORANDUM

TO: The File
FROM: James Jutras, Water Quality Superintendent; Chelsea Mandigo, Stormwater Coordinator
DATE: February 12, 2018
SUBJECT: **Essex Junction 2017-ERP-M-11 SOQ summary of bid package questions and responses**

The following is a list of questions received regarding the Essex Junction 2017-ERP-M-11 SOQ. The responses to the questions are in **bold**:

1. The project descriptions and requirements of the RFQ in the body of the text indicate that the intent of the project is to have Phase I implemented (constructed) by 12/31/18. However, bullet 11 in the scope of work contradicts this by indicating that the Village can amend the scope of work to add Final Plans for both Phase I and Phase II, Contract Plans for both phases, Project Bid Documents for Phase I and Construction Services for Phase I. This would mean that the scope would be to only bring the project TO Final Plans not through final plans and construction. Please let me know as this will change how we develop our scope and fee. **We are looking a firm to bring the entire project to Final Plans for both Phases with Phase I of the plan implemented. Phase II will not be implemented as part of this project. So if contract plans for phase 2 fall into the implementation aspect of the project that can be omitted from your proposal.**
2. The scope of work is requesting a Hydrogeological survey of the site. Is this absolutely necessary for this location? **Not necessarily but more detailed soils investigation should be done as part of the design process.**
3. Can we assume that this project will fall under your MS4 permit once completed? **Yes**
4. Would the Village or Town be able to contribute an excavator and operator to dig one or two test pits on-site, or should we assume that level of effort is not available and include it in our scope? **We spoke with our Public Works Superintendent and the Village will not be able to dig the test pits due to the slope and not owning an excavator with tracks. Please include that level of effort in your scope.**