



Community Child Care Expansion Project C3EP

C3EP - Community Children's Center Expansion Project 150 Weybridge Street, Middlebury VT 05753 Middlebury College Project Number: 1806.01		D. W. ARTHUR ASSOCIATES ARCHITECTS, INC. <small>150 Weybridge Street Middlebury, VT 05753 Tel: 802.248.8888 dwa@dwai.com</small>	LOCUS PLAN 																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
DESIGN TEAM <small>ARCHITECTS D.W. Arthur Associates, Inc. 150 Weybridge Street Middlebury, VT 05753 Tel: 802.248.8888 dwa@dwai.com</small> <small>CONSULTANTS Structural Engineering G. Conrad Company #180 Concord, NH 03301 Tel: 603.462.0100</small> <small>MECHANICAL ENGINEERING Ralph F. White & Associates (RFW) 100 Main Street Rush, VT 05775 Tel: 802.487.1774</small> <small>ELECTRICAL ENGINEERING 150 Weybridge Street Middlebury, VT 05753 Tel: 802.248.8888</small> <small>MECHANICAL ENGINEERING Ralph F. White & Associates (RFW) 100 Main Street Rush, VT 05775 Tel: 802.487.1774</small> <small>MECHANICAL ENGINEERING 150 Weybridge Street Middlebury, VT 05753 Tel: 802.248.8888</small>	COVER IMAGE 	PROJECT STATUS Project Status: Design Development Set Issue Date: 10.11.2023																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
GENERAL NOTE <small>These documents have been prepared with the best available information and are not intended to limit the scope of work. The architect may provide further or revised information and is not liable for the accuracy, helpfulness or work for the completion of the contract. It will be assumed that the contractor has inspected the site for all conditions, dimensions, and other information herein required. The General Contractor shall verify the location of any underground facilities or obstructions prior to the commencement of work.</small> <small>The General Contractor shall be responsible for obtaining and distributing drawings contained in this contract. Copies are provided for construction (working) drawings. Revisions, field notes, and punch lists, if any, shall be provided to the contractor by the architect. The contractor shall be responsible for the location of all utilities, including but not limited to, water, sewer, gas, and electric. The contractor shall be responsible for any and all work in or on the site and to the satisfaction of the architect. Any and all work in or on the site shall be subject to the approval of the architect. The architect shall be responsible for any and all work in or on the site and to the satisfaction of the architect. Any and all work in or on the site shall be subject to the approval of the architect.</small>	ABBREVIATIONS <table style="width: 100%; font-size: small;"> <tr> <td>ACT</td><td>Aspirated The</td><td>BLUC</td><td>Blue/Green</td><td>CF</td><td>Cast</td><td>SDI</td><td>Sealed</td></tr> <tr> <td>ADJ</td><td>Adjacent</td><td>BUR</td><td>Burial</td><td>LM</td><td>Landscape</td><td>SDC</td><td>See Details</td></tr> <tr> <td>APF</td><td>Aspen Paved Foot</td><td>BURP</td><td>Burial Paving</td><td>LAB</td><td>Laboratory</td><td>SDC1</td><td>See Detail</td></tr> <tr> <td>AT</td><td>Asphalt</td><td>BURC</td><td>Burial Concrete</td><td>LAD</td><td>Landscape</td><td>SDC2</td><td>See Detail</td></tr> <tr> <td>AV</td><td>Asphalt</td><td>BURD</td><td>Burial Driveway</td><td>LCP</td><td>Landscape</td><td>SDC3</td><td>See Detail</td></tr> <tr> <td>AW</td><td>Asphalt</td><td>BURF</td><td>Burial Footing</td><td>MC</td><td>Mechanical</td><td>SDC4</td><td>See Mechanical</td></tr> <tr> <td>B</td><td>Block</td><td>BURH</td><td>Burial Hand</td><td>MEC</td><td>Mechanical</td><td>SDC5</td><td>See Mechanical</td></tr> <tr> <td>B1</td><td>Block</td><td>BURK</td><td>Burial Kitchen</td><td>MEC1</td><td>Mechanical</td><td>SDC6</td><td>See Mechanical</td></tr> <tr> <td>B2</td><td>Block</td><td>BURL</td><td>Burial Living</td><td>MEC2</td><td>Mechanical</td><td>SDC7</td><td>See Mechanical</td></tr> <tr> <td>B3</td><td>Block</td><td>BURM</td><td>Burial Mechanical</td><td>MEC3</td><td>Mechanical</td><td>SDC8</td><td>See Mechanical</td></tr> <tr> <td>B4</td><td>Block</td><td>BURN</td><td>Burial Nursery</td><td>MEC4</td><td>Mechanical</td><td>SDC9</td><td>See Mechanical</td></tr> <tr> <td>B5</td><td>Block</td><td>BURO</td><td>Burial Office</td><td>MEC5</td><td>Mechanical</td><td>SDC10</td><td>See Mechanical</td></tr> <tr> <td>B6</td><td>Block</td><td>BURP</td><td>Burial Parking</td><td>MEC6</td><td>Mechanical</td><td>SDC11</td><td>See Mechanical</td></tr> <tr> <td>B7</td><td>Block</td><td>BURQ</td><td>Burial Quarry</td><td>MEC7</td><td>Mechanical</td><td>SDC12</td><td>See Mechanical</td></tr> <tr> <td>B8</td><td>Block</td><td>BURR</td><td>Burial Restaurant</td><td>MEC8</td><td>Mechanical</td><td>SDC13</td><td>See Mechanical</td></tr> <tr> <td>B9</td><td>Block</td><td>BURS</td><td>Burial Storage</td><td>MEC9</td><td>Mechanical</td><td>SDC14</td><td>See Mechanical</td></tr> <tr> <td>B10</td><td>Block</td><td>BURT</td><td>Burial Theater</td><td>MEC10</td><td>Mechanical</td><td>SDC15</td><td>See Mechanical</td></tr> <tr> <td>B11</td><td>Block</td><td>BURV</td><td>Burial Veterinary</td><td>MEC11</td><td>Mechanical</td><td>SDC16</td><td>See Mechanical</td></tr> <tr> <td>B12</td><td>Block</td><td>BURW</td><td>Burial Warehouse</td><td>MEC12</td><td>Mechanical</td><td>SDC17</td><td>See Mechanical</td></tr> <tr> <td>B13</td><td>Block</td><td>BURX</td><td>Burial Workshop</td><td>MEC13</td><td>Mechanical</td><td>SDC18</td><td>See Mechanical</td></tr> <tr> <td>B14</td><td>Block</td><td>BURY</td><td>Burial Yard</td><td>MEC14</td><td>Mechanical</td><td>SDC19</td><td>See Mechanical</td></tr> <tr> <td>B15</td><td>Block</td><td>BURZ</td><td>Burial Zone</td><td>MEC15</td><td>Mechanical</td><td>SDC20</td><td>See Mechanical</td></tr> <tr> <td>C</td><td>Concrete</td><td>BURAA</td><td>Burial Area</td><td>MEC16</td><td>Mechanical</td><td>SDC21</td><td>See Mechanical</td></tr> <tr> <td>C1</td><td>Concrete</td><td>BURAB</td><td>Burial Area</td><td>MEC17</td><td>Mechanical</td><td>SDC22</td><td>See Mechanical</td></tr> <tr> <td>C2</td><td>Concrete</td><td>BURAC</td><td>Burial Area</td><td>MEC18</td><td>Mechanical</td><td>SDC23</td><td>See Mechanical</td></tr> <tr> <td>C3</td><td>Concrete</td><td>BURAD</td><td>Burial Area</td><td>MEC19</td><td>Mechanical</td><td>SDC24</td><td>See Mechanical</td></tr> <tr> <td>C4</td><td>Concrete</td><td>BURAE</td><td>Burial Area</td><td>MEC20</td><td>Mechanical</td><td>SDC25</td><td>See Mechanical</td></tr> <tr> <td>C5</td><td>Concrete</td><td>BURAF</td><td>Burial Area</td><td>MEC21</td><td>Mechanical</td><td>SDC26</td><td>See Mechanical</td></tr> <tr> <td>C6</td><td>Concrete</td><td>BURAG</td><td>Burial Area</td><td>MEC22</td><td>Mechanical</td><td>SDC27</td><td>See Mechanical</td></tr> <tr> <td>C7</td><td>Concrete</td><td>BURAH</td><td>Burial Area</td><td>MEC23</td><td>Mechanical</td><td>SDC28</td><td>See Mechanical</td></tr> <tr> <td>C8</td><td>Concrete</td><td>BURAI</td><td>Burial Area</td><td>MEC24</td><td>Mechanical</td><td>SDC29</td><td>See Mechanical</td></tr> <tr> <td>C9</td><td>Concrete</td><td>BURAJ</td><td>Burial Area</td><td>MEC25</td><td>Mechanical</td><td>SDC30</td><td>See Mechanical</td></tr> <tr> <td>C10</td><td>Concrete</td><td>BURAK</td><td>Burial Area</td><td>MEC26</td><td>Mechanical</td><td>SDC31</td><td>See Mechanical</td></tr> <tr> <td>C11</td><td>Concrete</td><td>BURAL</td><td>Burial Area</td><td>MEC27</td><td>Mechanical</td><td>SDC32</td><td>See Mechanical</td></tr> <tr> <td>C12</td><td>Concrete</td><td>BURAM</td><td>Burial Area</td><td>MEC28</td><td>Mechanical</td><td>SDC33</td><td>See Mechanical</td></tr> <tr> <td>C13</td><td>Concrete</td><td>BURAN</td><td>Burial Area</td><td>MEC29</td><td>Mechanical</td><td>SDC34</td><td>See Mechanical</td></tr> <tr> <td>C14</td><td>Concrete</td><td>BURAO</td><td>Burial Area</td><td>MEC30</td><td>Mechanical</td><td>SDC35</td><td>See Mechanical</td></tr> <tr> <td>C15</td><td>Concrete</td><td>BURAP</td><td>Burial Area</td><td>MEC31</td><td>Mechanical</td><td>SDC36</td><td>See Mechanical</td></tr> <tr> <td>C16</td><td>Concrete</td><td>BURAQ</td><td>Burial Area</td><td>MEC32</td><td>Mechanical</td><td>SDC37</td><td>See Mechanical</td></tr> <tr> <td>C17</td><td>Concrete</td><td>BURAR</td><td>Burial Area</td><td>MEC33</td><td>Mechanical</td><td>SDC38</td><td>See Mechanical</td></tr> <tr> <td>C18</td><td>Concrete</td><td>BURAS</td><td>Burial Area</td><td>MEC34</td><td>Mechanical</td><td>SDC39</td><td>See Mechanical</td></tr> <tr> <td>C19</td><td>Concrete</td><td>BURAT</td><td>Burial Area</td><td>MEC35</td><td>Mechanical</td><td>SDC40</td><td>See Mechanical</td></tr> <tr> <td>C20</td><td>Concrete</td><td>BURAU</td><td>Burial Area</td><td>MEC36</td><td>Mechanical</td><td>SDC41</td><td>See Mechanical</td></tr> <tr> <td>C21</td><td>Concrete</td><td>BURAV</td><td>Burial Area</td><td>MEC37</td><td>Mechanical</td><td>SDC42</td><td>See Mechanical</td></tr> <tr> <td>C22</td><td>Concrete</td><td>BURAW</td><td>Burial Area</td><td>MEC38</td><td>Mechanical</td><td>SDC43</td><td>See Mechanical</td></tr> <tr> <td>C23</td><td>Concrete</td><td>BURAX</td><td>Burial Area</td><td>MEC39</td><td>Mechanical</td><td>SDC44</td><td>See Mechanical</td></tr> <tr> <td>C24</td><td>Concrete</td><td>BURAY</td><td>Burial Area</td><td>MEC40</td><td>Mechanical</td><td>SDC45</td><td>See Mechanical</td></tr> <tr> <td>C25</td><td>Concrete</td><td>BURAZ</td><td>Burial 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Mechanical</td></tr> <tr> <td>C39</td><td>Concrete</td><td>BURBN</td><td>Burial Area</td><td>MEC55</td><td>Mechanical</td><td>SDC60</td><td>See Mechanical</td></tr> <tr> <td>C40</td><td>Concrete</td><td>BURBO</td><td>Burial Area</td><td>MEC56</td><td>Mechanical</td><td>SDC61</td><td>See Mechanical</td></tr> <tr> <td>C41</td><td>Concrete</td><td>BURBP</td><td>Burial Area</td><td>MEC57</td><td>Mechanical</td><td>SDC62</td><td>See Mechanical</td></tr> <tr> <td>C42</td><td>Concrete</td><td>BURBQ</td><td>Burial Area</td><td>MEC58</td><td>Mechanical</td><td>SDC63</td><td>See Mechanical</td></tr> <tr> <td>C43</td><td>Concrete</td><td>BURBR</td><td>Burial Area</td><td>MEC59</td><td>Mechanical</td><td>SDC64</td><td>See Mechanical</td></tr> <tr> <td>C44</td><td>Concrete</td><td>BURBS</td><td>Burial Area</td><td>MEC60</td><td>Mechanical</td><td>SDC65</td><td>See Mechanical</td></tr> <tr> <td>C45</td><td>Concrete</td><td>BURBT</td><td>Burial Area</td><td>MEC61</td><td>Mechanical</td><td>SDC66</td><td>See Mechanical</td></tr> <tr> <td>C46</td><td>Concrete</td><td>BURBU</td><td>Burial Area</td><td>MEC62</td><td>Mechanical</td><td>SDC67</td><td>See Mechanical</td></tr> <tr> <td>C47</td><td>Concrete</td><td>BURBV</td><td>Burial Area</td><td>MEC63</td><td>Mechanical</td><td>SDC68</td><td>See Mechanical</td></tr> <tr> <td>C48</td><td>Concrete</td><td>BURBW</td><td>Burial Area</td><td>MEC64</td><td>Mechanical</td><td>SDC69</td><td>See Mechanical</td></tr> <tr> <td>C49</td><td>Concrete</td><td>BURBX</td><td>Burial Area</td><td>MEC65</td><td>Mechanical</td><td>SDC70</td><td>See Mechanical</td></tr> <tr> <td>C50</td><td>Concrete</td><td>BURBY</td><td>Burial Area</td><td>MEC66</td><td>Mechanical</td><td>SDC71</td><td>See Mechanical</td></tr> <tr> <td>C51</td><td>Concrete</td><td>BURBZ</td><td>Burial Area</td><td>MEC67</td><td>Mechanical</td><td>SDC72</td><td>See Mechanical</td></tr> <tr> <td>C52</td><td>Concrete</td><td>BURCA</td><td>Burial Area</td><td>MEC68</td><td>Mechanical</td><td>SDC73</td><td>See Mechanical</td></tr> <tr> <td>C53</td><td>Concrete</td><td>BURCB</td><td>Burial Area</td><td>MEC69</td><td>Mechanical</td><td>SDC74</td><td>See Mechanical</td></tr> <tr> <td>C54</td><td>Concrete</td><td>BURCC</td><td>Burial Area</td><td>MEC70</td><td>Mechanical</td><td>SDC75</td><td>See Mechanical</td></tr> <tr> <td>C55</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC71</td><td>Mechanical</td><td>SDC76</td><td>See Mechanical</td></tr> <tr> <td>C56</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC72</td><td>Mechanical</td><td>SDC77</td><td>See Mechanical</td></tr> <tr> <td>C57</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC73</td><td>Mechanical</td><td>SDC78</td><td>See Mechanical</td></tr> <tr> <td>C58</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC74</td><td>Mechanical</td><td>SDC79</td><td>See Mechanical</td></tr> <tr> <td>C59</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC75</td><td>Mechanical</td><td>SDC80</td><td>See Mechanical</td></tr> <tr> <td>C60</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC76</td><td>Mechanical</td><td>SDC81</td><td>See Mechanical</td></tr> <tr> <td>C61</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC77</td><td>Mechanical</td><td>SDC82</td><td>See Mechanical</td></tr> <tr> <td>C62</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC78</td><td>Mechanical</td><td>SDC83</td><td>See Mechanical</td></tr> <tr> <td>C63</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC79</td><td>Mechanical</td><td>SDC84</td><td>See Mechanical</td></tr> <tr> <td>C64</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC80</td><td>Mechanical</td><td>SDC85</td><td>See Mechanical</td></tr> <tr> <td>C65</td><td>Concrete</td><td>BURCD</td><td>Burial 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<td>C72</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC88</td><td>Mechanical</td><td>SDC93</td><td>See Mechanical</td></tr> <tr> <td>C73</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC89</td><td>Mechanical</td><td>SDC94</td><td>See Mechanical</td></tr> <tr> <td>C74</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC90</td><td>Mechanical</td><td>SDC95</td><td>See Mechanical</td></tr> <tr> <td>C75</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC91</td><td>Mechanical</td><td>SDC96</td><td>See Mechanical</td></tr> <tr> <td>C76</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC92</td><td>Mechanical</td><td>SDC97</td><td>See Mechanical</td></tr> <tr> <td>C77</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC93</td><td>Mechanical</td><td>SDC98</td><td>See Mechanical</td></tr> <tr> <td>C78</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC94</td><td>Mechanical</td><td>SDC99</td><td>See Mechanical</td></tr> <tr> <td>C79</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC95</td><td>Mechanical</td><td>SDC100</td><td>See Mechanical</td></tr> <tr> <td>C80</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC96</td><td>Mechanical</td><td>SDC101</td><td>See Mechanical</td></tr> <tr> <td>C81</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC97</td><td>Mechanical</td><td>SDC102</td><td>See Mechanical</td></tr> <tr> <td>C82</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC98</td><td>Mechanical</td><td>SDC103</td><td>See Mechanical</td></tr> <tr> <td>C83</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC99</td><td>Mechanical</td><td>SDC104</td><td>See Mechanical</td></tr> <tr> <td>C84</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC100</td><td>Mechanical</td><td>SDC105</td><td>See Mechanical</td></tr> <tr> <td>C85</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC101</td><td>Mechanical</td><td>SDC106</td><td>See Mechanical</td></tr> <tr> <td>C86</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC102</td><td>Mechanical</td><td>SDC107</td><td>See Mechanical</td></tr> <tr> <td>C87</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC103</td><td>Mechanical</td><td>SDC108</td><td>See Mechanical</td></tr> <tr> <td>C88</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC104</td><td>Mechanical</td><td>SDC109</td><td>See Mechanical</td></tr> <tr> <td>C89</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC105</td><td>Mechanical</td><td>SDC110</td><td>See Mechanical</td></tr> <tr> <td>C90</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC106</td><td>Mechanical</td><td>SDC111</td><td>See Mechanical</td></tr> <tr> <td>C91</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC107</td><td>Mechanical</td><td>SDC112</td><td>See Mechanical</td></tr> <tr> <td>C92</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC108</td><td>Mechanical</td><td>SDC113</td><td>See Mechanical</td></tr> <tr> <td>C93</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC109</td><td>Mechanical</td><td>SDC114</td><td>See Mechanical</td></tr> <tr> <td>C94</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC110</td><td>Mechanical</td><td>SDC115</td><td>See Mechanical</td></tr> <tr> <td>C95</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC111</td><td>Mechanical</td><td>SDC116</td><td>See Mechanical</td></tr> <tr> <td>C96</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC112</td><td>Mechanical</td><td>SDC117</td><td>See Mechanical</td></tr> <tr> <td>C97</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC113</td><td>Mechanical</td><td>SDC118</td><td>See Mechanical</td></tr> <tr> <td>C98</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC114</td><td>Mechanical</td><td>SDC119</td><td>See Mechanical</td></tr> <tr> <td>C99</td><td>Concrete</td><td>BURCD</td><td>Burial Area</td><td>MEC115</td><td>Mechanical</td><td>SDC120</td><td>See Mechanical</td></tr> <tr> <td>C100</td><td>Concrete</td><td>BURCE</td><td>Burial Area</td><td>MEC116</td><td>Mechanical</td><td>SDC121</td><td>See Mechanical</td></tr> </table>		ACT	Aspirated The	BLUC	Blue/Green	CF	Cast	SDI	Sealed	ADJ	Adjacent	BUR	Burial	LM	Landscape	SDC	See Details	APF	Aspen Paved Foot	BURP	Burial Paving	LAB	Laboratory	SDC1	See Detail	AT	Asphalt	BURC	Burial Concrete	LAD	Landscape	SDC2	See Detail	AV	Asphalt	BURD	Burial Driveway	LCP	Landscape	SDC3	See Detail	AW	Asphalt	BURF	Burial Footing	MC	Mechanical	SDC4	See Mechanical	B	Block	BURH	Burial Hand	MEC	Mechanical	SDC5	See Mechanical	B1	Block	BURK	Burial Kitchen	MEC1	Mechanical	SDC6	See Mechanical	B2	Block	BURL	Burial Living	MEC2	Mechanical	SDC7	See Mechanical	B3	Block	BURM	Burial Mechanical	MEC3	Mechanical	SDC8	See Mechanical	B4	Block	BURN	Burial Nursery	MEC4	Mechanical	SDC9	See Mechanical	B5	Block	BURO	Burial Office	MEC5	Mechanical	SDC10	See Mechanical	B6	Block	BURP	Burial Parking	MEC6	Mechanical	SDC11	See Mechanical	B7	Block	BURQ	Burial Quarry	MEC7	Mechanical	SDC12	See Mechanical	B8	Block	BURR	Burial Restaurant	MEC8	Mechanical	SDC13	See Mechanical	B9	Block	BURS	Burial Storage	MEC9	Mechanical	SDC14	See Mechanical	B10	Block	BURT	Burial Theater	MEC10	Mechanical	SDC15	See Mechanical	B11	Block	BURV	Burial Veterinary	MEC11	Mechanical	SDC16	See Mechanical	B12	Block	BURW	Burial Warehouse	MEC12	Mechanical	SDC17	See Mechanical	B13	Block	BURX	Burial Workshop	MEC13	Mechanical	SDC18	See Mechanical	B14	Block	BURY	Burial Yard	MEC14	Mechanical	SDC19	See Mechanical	B15	Block	BURZ	Burial Zone	MEC15	Mechanical	SDC20	See Mechanical	C	Concrete	BURAA	Burial Area	MEC16	Mechanical	SDC21	See Mechanical	C1	Concrete	BURAB	Burial Area	MEC17	Mechanical	SDC22	See Mechanical	C2	Concrete	BURAC	Burial Area	MEC18	Mechanical	SDC23	See Mechanical	C3	Concrete	BURAD	Burial Area	MEC19	Mechanical	SDC24	See Mechanical	C4	Concrete	BURAE	Burial Area	MEC20	Mechanical	SDC25	See Mechanical	C5	Concrete	BURAF	Burial Area	MEC21	Mechanical	SDC26	See Mechanical	C6	Concrete	BURAG	Burial Area	MEC22	Mechanical	SDC27	See Mechanical	C7	Concrete	BURAH	Burial Area	MEC23	Mechanical	SDC28	See Mechanical	C8	Concrete	BURAI	Burial Area	MEC24	Mechanical	SDC29	See Mechanical	C9	Concrete	BURAJ	Burial Area	MEC25	Mechanical	SDC30	See Mechanical	C10	Concrete	BURAK	Burial Area	MEC26	Mechanical	SDC31	See Mechanical	C11	Concrete	BURAL	Burial Area	MEC27	Mechanical	SDC32	See Mechanical	C12	Concrete	BURAM	Burial Area	MEC28	Mechanical	SDC33	See Mechanical	C13	Concrete	BURAN	Burial Area	MEC29	Mechanical	SDC34	See Mechanical	C14	Concrete	BURAO	Burial Area	MEC30	Mechanical	SDC35	See Mechanical	C15	Concrete	BURAP	Burial Area	MEC31	Mechanical	SDC36	See Mechanical	C16	Concrete	BURAQ	Burial Area	MEC32	Mechanical	SDC37	See Mechanical	C17	Concrete	BURAR	Burial Area	MEC33	Mechanical	SDC38	See Mechanical	C18	Concrete	BURAS	Burial Area	MEC34	Mechanical	SDC39	See Mechanical	C19	Concrete	BURAT	Burial Area	MEC35	Mechanical	SDC40	See Mechanical	C20	Concrete	BURAU	Burial Area	MEC36	Mechanical	SDC41	See Mechanical	C21	Concrete	BURAV	Burial Area	MEC37	Mechanical	SDC42	See Mechanical	C22	Concrete	BURAW	Burial Area	MEC38	Mechanical	SDC43	See Mechanical	C23	Concrete	BURAX	Burial Area	MEC39	Mechanical	SDC44	See Mechanical	C24	Concrete	BURAY	Burial Area	MEC40	Mechanical	SDC45	See Mechanical	C25	Concrete	BURAZ	Burial Area	MEC41	Mechanical	SDC46	See Mechanical	C26	Concrete	BURBA	Burial Area	MEC42	Mechanical	SDC47	See Mechanical	C27	Concrete	BURBB	Burial Area	MEC43	Mechanical	SDC48	See Mechanical	C28	Concrete	BURBC	Burial Area	MEC44	Mechanical	SDC49	See Mechanical	C29	Concrete	BURBD	Burial Area	MEC45	Mechanical	SDC50	See Mechanical	C30	Concrete	BURBE	Burial Area	MEC46	Mechanical	SDC51	See Mechanical	C31	Concrete	BURBF	Burial Area	MEC47	Mechanical	SDC52	See Mechanical	C32	Concrete	BURBG	Burial Area	MEC48	Mechanical	SDC53	See Mechanical	C33	Concrete	BURBH	Burial Area	MEC49	Mechanical	SDC54	See Mechanical	C34	Concrete	BURBI	Burial Area	MEC50	Mechanical	SDC55	See Mechanical	C35	Concrete	BURBJ	Burial Area	MEC51	Mechanical	SDC56	See Mechanical	C36	Concrete	BURBK	Burial Area	MEC52	Mechanical	SDC57	See Mechanical	C37	Concrete	BURBL	Burial Area	MEC53	Mechanical	SDC58	See Mechanical	C38	Concrete	BURBM	Burial Area	MEC54	Mechanical	SDC59	See Mechanical	C39	Concrete	BURBN	Burial Area	MEC55	Mechanical	SDC60	See Mechanical	C40	Concrete	BURBO	Burial Area	MEC56	Mechanical	SDC61	See Mechanical	C41	Concrete	BURBP	Burial Area	MEC57	Mechanical	SDC62	See Mechanical	C42	Concrete	BURBQ	Burial Area	MEC58	Mechanical	SDC63	See Mechanical	C43	Concrete	BURBR	Burial Area	MEC59	Mechanical	SDC64	See Mechanical	C44	Concrete	BURBS	Burial Area	MEC60	Mechanical	SDC65	See Mechanical	C45	Concrete	BURBT	Burial Area	MEC61	Mechanical	SDC66	See Mechanical	C46	Concrete	BURBU	Burial Area	MEC62	Mechanical	SDC67	See Mechanical	C47	Concrete	BURBV	Burial Area	MEC63	Mechanical	SDC68	See Mechanical	C48	Concrete	BURBW	Burial Area	MEC64	Mechanical	SDC69	See Mechanical	C49	Concrete	BURBX	Burial Area	MEC65	Mechanical	SDC70	See Mechanical	C50	Concrete	BURBY	Burial Area	MEC66	Mechanical	SDC71	See Mechanical	C51	Concrete	BURBZ	Burial Area	MEC67	Mechanical	SDC72	See Mechanical	C52	Concrete	BURCA	Burial Area	MEC68	Mechanical	SDC73	See Mechanical	C53	Concrete	BURCB	Burial Area	MEC69	Mechanical	SDC74	See Mechanical	C54	Concrete	BURCC	Burial Area	MEC70	Mechanical	SDC75	See Mechanical	C55	Concrete	BURCD	Burial Area	MEC71	Mechanical	SDC76	See Mechanical	C56	Concrete	BURCE	Burial Area	MEC72	Mechanical	SDC77	See Mechanical	C57	Concrete	BURCD	Burial Area	MEC73	Mechanical	SDC78	See Mechanical	C58	Concrete	BURCE	Burial Area	MEC74	Mechanical	SDC79	See Mechanical	C59	Concrete	BURCD	Burial Area	MEC75	Mechanical	SDC80	See Mechanical	C60	Concrete	BURCE	Burial Area	MEC76	Mechanical	SDC81	See Mechanical	C61	Concrete	BURCD	Burial Area	MEC77	Mechanical	SDC82	See Mechanical	C62	Concrete	BURCE	Burial Area	MEC78	Mechanical	SDC83	See Mechanical	C63	Concrete	BURCD	Burial Area	MEC79	Mechanical	SDC84	See Mechanical	C64	Concrete	BURCE	Burial Area	MEC80	Mechanical	SDC85	See Mechanical	C65	Concrete	BURCD	Burial Area	MEC81	Mechanical	SDC86	See Mechanical	C66	Concrete	BURCE	Burial Area	MEC82	Mechanical	SDC87	See Mechanical	C67	Concrete	BURCD	Burial Area	MEC83	Mechanical	SDC88	See Mechanical	C68	Concrete	BURCE	Burial Area	MEC84	Mechanical	SDC89	See Mechanical	C69	Concrete	BURCD	Burial Area	MEC85	Mechanical	SDC90	See Mechanical	C70	Concrete	BURCE	Burial Area	MEC86	Mechanical	SDC91	See Mechanical	C71	Concrete	BURCD	Burial Area	MEC87	Mechanical	SDC92	See Mechanical	C72	Concrete	BURCE	Burial Area	MEC88	Mechanical	SDC93	See Mechanical	C73	Concrete	BURCD	Burial Area	MEC89	Mechanical	SDC94	See Mechanical	C74	Concrete	BURCE	Burial Area	MEC90	Mechanical	SDC95	See Mechanical	C75	Concrete	BURCD	Burial Area	MEC91	Mechanical	SDC96	See Mechanical	C76	Concrete	BURCE	Burial Area	MEC92	Mechanical	SDC97	See Mechanical	C77	Concrete	BURCD	Burial Area	MEC93	Mechanical	SDC98	See Mechanical	C78	Concrete	BURCE	Burial Area	MEC94	Mechanical	SDC99	See Mechanical	C79	Concrete	BURCD	Burial Area	MEC95	Mechanical	SDC100	See Mechanical	C80	Concrete	BURCE	Burial Area	MEC96	Mechanical	SDC101	See Mechanical	C81	Concrete	BURCD	Burial Area	MEC97	Mechanical	SDC102	See Mechanical	C82	Concrete	BURCE	Burial Area	MEC98	Mechanical	SDC103	See Mechanical	C83	Concrete	BURCD	Burial Area	MEC99	Mechanical	SDC104	See Mechanical	C84	Concrete	BURCE	Burial Area	MEC100	Mechanical	SDC105	See Mechanical	C85	Concrete	BURCD	Burial Area	MEC101	Mechanical	SDC106	See Mechanical	C86	Concrete	BURCE	Burial Area	MEC102	Mechanical	SDC107	See Mechanical	C87	Concrete	BURCD	Burial Area	MEC103	Mechanical	SDC108	See Mechanical	C88	Concrete	BURCE	Burial Area	MEC104	Mechanical	SDC109	See Mechanical	C89	Concrete	BURCD	Burial Area	MEC105	Mechanical	SDC110	See Mechanical	C90	Concrete	BURCE	Burial Area	MEC106	Mechanical	SDC111	See Mechanical	C91	Concrete	BURCD	Burial Area	MEC107	Mechanical	SDC112	See Mechanical	C92	Concrete	BURCE	Burial Area	MEC108	Mechanical	SDC113	See Mechanical	C93	Concrete	BURCD	Burial Area	MEC109	Mechanical	SDC114	See Mechanical	C94	Concrete	BURCE	Burial Area	MEC110	Mechanical	SDC115	See Mechanical	C95	Concrete	BURCD	Burial Area	MEC111	Mechanical	SDC116	See Mechanical	C96	Concrete	BURCE	Burial Area	MEC112	Mechanical	SDC117	See Mechanical	C97	Concrete	BURCD	Burial Area	MEC113	Mechanical	SDC118	See Mechanical	C98	Concrete	BURCE	Burial Area	MEC114	Mechanical	SDC119	See Mechanical	C99	Concrete	BURCD	Burial Area	MEC115	Mechanical	SDC120	See Mechanical	C100	Concrete	BURCE	Burial Area	MEC116	Mechanical	SDC121	See Mechanical	SYMBOLS <table style="width: 100%; font-size: small;"> <tr> <td></td><td>SECTION</td> <td></td><td>DOOR TAG</td> </tr> <tr> <td></td><td>INTERIOR ELEVATION</td> <td></td><td>ROOM TAG</td> </tr> <tr> <td></td><td>DETAIL</td> <td></td><td>WALL TYPE TAG</td> </tr> <tr> <td></td><td>BUILDING ELEVATION</td> <td></td><td>WINDOW TAG</td> </tr> <tr> <td></td><td>GRID LINE</td> <td></td><td>REVISION</td> </tr> <tr> <td></td><td>ELEVATION</td> <td></td><td></td> </tr> </table>		SECTION		DOOR TAG		INTERIOR ELEVATION		ROOM TAG		DETAIL		WALL TYPE TAG		BUILDING ELEVATION		WINDOW TAG		GRID LINE		REVISION		ELEVATION		
ACT	Aspirated The	BLUC	Blue/Green	CF	Cast	SDI	Sealed																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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Otter Creek Child Center
 150 Weybridge Street
 Middlebury, VT 05753
<http://www.ottercreekcc.org> ♦ 802.388.9688

March 7, 2024,
REQUEST FOR PROPOSALS

Otter Creek Child Center, (“Owner”), a Middlebury-based not-for-profit corporation, seeks proposals from qualified construction management (“CM”) firms to provide construction-period construction management services to accomplish renovation and expansion of its property located at 150 Weybridge Street in Middlebury, Vermont, comprised of: (i) renovations to the existing historic 5,500+/-s.f. structure; (ii) construction of a new 14,000+/- s.f., 3-story addition, and; (iii) associated site improvements including landscaping and parking.

RFP Issued:	March 7, 2024
Register for Site Visit:	March 18, 2024, at 4:00 p.m.
Mandatory Site Visit:	March 25, 2024 @ 11:00 a.m..
Deadline for Submission of Questions:	March 27, 2024 @ 12:00 p.m.
Proposal Due:	April 16, 2024 @ 4:00 p.m.
Anticipated Interviews of CM Finalists:	April 18, 2024
Anticipated CM Notification of Selection:	April 22, 2024

1) The Project

A. Project Description and Background

The Community Child Care Expansion Project (C3EP) is a cooperative effort of families, [Otter Creek Child Center](http://www.ottercreekcc.org/)¹ (OCCC), College Street Children’s Center (CSCC), [Middlebury College](https://www.middlebury.edu/)², the [Early Care and Learning Partnership](https://www.earlycareandlearningpartnership.org/)³, [Champlain Valley Early Head Start](https://champlainvalleyheadstart.org/)⁴, Let’s Grow Kids, [Building Bright Futures](https://buildingbrightfutures.org/)⁵, area employers, educational institutions, and towns. It is a response to a decade-long concern by families and employers about the lack of high-quality affordable care. This project addresses an urgent need for infant and preschool-age childcare in our community by more than doubling the existing combined capacity of OCCC and CSCC and subsequently providing an important boost to the local economy.

The Project is a renovation of the current Otter Creek Child Center facility to increase overall childcare capacity by 77 daily slots. Plans include renovating the existing structure and constructing a substantial ADA-compliant addition, as well as expanding play areas to provide dedicated spaces for infants and toddlers and increased nature-based education opportunities. The building is designed to conserve energy, provide a variety of state-of-the-art, age-appropriate classrooms and many shared spaces (family greeting areas, kitchen and dining areas, and an atelier). Staff rooms, a community early care and learning library, a multi-purpose room/gross motor play space, and large and small conference rooms will enhance the use of the facility as a

¹ <http://www.ottercreekcc.org/>

² <https://www.middlebury.edu/>

³ <https://www.earlycareandlearningpartnership.org/>

⁴ <https://champlainvalleyheadstart.org/>

⁵ <https://buildingbrightfutures.org/>

workforce development center for the community. Students from [Hannaford Career Center](https://www.hannafordcareercenter.org/)⁶, [Community College of Vermont](https://ccv.edu/)⁷, [Castleton University](https://www.castleton.edu/)⁸, and Middlebury College will have the opportunity for hands on-learning for both child development and nonprofit management.

B. Work Completed to Date

- i. Design
 - a. Selected D.W. Arthur Associates Architecture, Inc.(“Architect”) to lead the design effort.
 - b. The Architect has completed Design Development documents and draft specifications. You may access these materials here:
 1. <https://www.dropbox.com/scl/fi/nkq832dka9lk4l3pq1e7y/C3EP-combined-DD.pdf?rlkey=odvd0y36svaqi96n299933e1g&dl=0>
 2. <https://www.dropbox.com/scl/fi/0p9b9ahjn4dzeqix0lh6x/CCC-EP-DESIGN-DEVELOPMENT-PROJECT-MANUAL-101023.pdf?rlkey=5xu1kfj7t14d1tja2sz2r3ujw&dl=0>
 - c. The Architect anticipates completion of Construction Documents on or about 4/2/24.
- ii. Federal Regulatory Approvals
 - a. The NEPA review process concluded with a favorable finding.
 - b. Section 106 Review has been completed and the Division for Historic Preservation has confirmed that the design is consistent with the *Secretary of the Interior’s Standards for Rehabilitation*.
- iii. State and Local Permits
 - a. Town of Middlebury DRB approval was issued 2/15/24. The zoning permit was posted 2/21/24.
 - b. Vermont water supply and wastewater permits have been issued.
 - c. Vermont Dept. of Public Safety – building permit application will be submitted subsequent to completion of Construction Documents.
- iv. Project Budget and Funding
 - a. Successful applications to a range of Federal and State funding sources that have made awards to support the project.
 - b. In the aggregate, approximately \$10M of grants and philanthropic funding (led by Middlebury College) has been secured to date. Fundraising efforts continue with a number of active grant applications under review.
 - c. Working with a local lender to provide a construction period line of credit to bridge reimbursement by public funders.

C. Construction Constraints and Parameters.

- i. The existing building will be unoccupied on or before 6/1/24.
- ii. Construction must be complete, a certificate of occupancy issued and the building and site available for their intended purpose no later than 8/31/25.
- iii. Construction must comply with relevant permit conditions, including conservation easement boundaries.

⁶ <https://www.hannafordcareercenter.org/>

⁷ <https://ccv.edu/>

⁸ <https://www.castleton.edu/>

- iv. To avoid adverse impact to bat habitat, the Owner has arranged for required tree removal, and disassembly of the existing carriage barn, to be completed by 3/31/24.
- v. To facilitate timely implementation of geotechnical recommendations, the Owner has arranged to have relevant areas of the site preloaded with appropriate material soon after 6/1/24. The pre-loading period may last until 10/1/24.

D. Environmental Conditions

Owner had a Phase 1 Environmental Site Assessment of the Project site performed by a qualified firm. There were no recognized environmental conditions found. The Owner also conducted had limited materials testing performed. The results of the asbestos survey are excerpted below.

**Table 2
Inventory of Asbestos Containing Materials**

Building/Addition:		Otter Creek Child Center 150 Weybridge Street Middlebury, Vermont	
CPAI Area No.	Homogeneous Material	Approx. Quantity	General Location
All Areas	Joint Compound, assoc. with Gypsum Wallboard	Not Quantified	Confirmed to be present in two (2) of five (5) samples. Additional sampling recommended to further define the exact location and quantity of asbestos containing Joint Compound in the building.
21	Grout AND Adhesive, assoc. with ceramic wall tile, 4", blue	Not Quantified	On walls/ceiling of shower stall.
26	Linoleum Floor Covering, white squares with ornate blue design	45 sq. ft.	On floor throughout area.
Exterior	Window Glazing	2 sq. ft.	East elevation, window (main & sidelights) at 2 nd floor level.

The following materials were not sampled due to concerns over visible damage and/or inaccessibility and are assumed to be asbestos containing pending sample collection/analysis:

- Adhesive and/or older floor coverings under laminate flooring (throughout building)
- Adhesive/Grout/Mortar, assoc. with ceramic tile fireplace surround (CPAI Areas #02/#03)
- Window Glazing, assoc. with storm windows (Exterior, west elevation, 3rd floor level)
- Window Glazing, assoc. with 6-pane fixed sashes (Carriage House, upper level)

E. Public Funding and Procurement Requirements

Owner will use state and federal funds to pay, in part, for construction of the Project. To comply with the procurement requirements of those funding sources, Owner has publicly advertised this RFP. The selected CM will be expected to procure materials and subtrades in conformance with the requirements of 2 CFR Part 200 Subpart D (1/5/24).

F. Project Leadership

Owner is governed by a volunteer Board of Directors. Owner owns the property on which the Project will be developed. The Executive Director of the Owner, Linda January, is authorized to act on its behalf to implement the Project. The Executive Director is supported by the Owner's Representative, Jeff Glassberg, and Michael Moser, Director of Facilities Services at Middlebury College.

The Project has broad community support. The Community Child Care Expansion Team was formed in 2018 to oversee the design and construction of this new childcare solution for Addison County. The team includes the following local childcare experts and others supporting the project:

Otter Creek Child Center

Linda January, Executive Director

Doumina Noonan, Children's Integrated Services, Specialized Childcare Services Coordinator, Board Member

Trish Dougherty, Board Member

College Street Children's Center

Lorie Mulcahy, Program Director

Champlain Valley Head Start

Holly Moriglioni, Children's Services & Professional Development Manager

Middlebury College

David Provost, Executive Vice President for Finance and Administration

Sue Ritter, J.D., Chief Risk Officer, Associate Secretary of the Corporation, and Director of Community Relations

Matthew Curran, Director of Business Services

Early Care and Learning Partnership, Inc. (ECLP)

Cheryl Mitchell, PhD, founder, and president of ECLP, founder of Addison County Parent Child Center and two other Addison County childcare programs, 10 years in the Vermont State Agency of Human Services

Johana "Jody" Brakeley, M.D., Developmental Behavioral Pediatrician recently retired, Board Member

Darla Senecal, Regional Director, Addison, Bennington, and Rutland Counties, [Building Bright Futures](#), Board Member

Kathryn Torres, Co-Founder of Shine Literacy, South Africa, Board Member

G. Project Team

ARCHITECT:

D.W. Arthur Associates Architecture, Inc.
760 Main Street, 3rd Floor
Waltham, MA 02451
O: (617) 426-2200
M: (617) 640 1800

CIVIL ENGINEERING

Otter Creek Engineering Inc
404 E Main Street
Middlebury, VT 05753
O: 802 779 2475

LANDSCAPE ARCHITECT:

Lemon Brooke
10 Concord Crossing # 240
Concord, MA 01742
O: 978 849 3185

STRUCTURAL ENGINEER:

Sellers Treybal Structural Engineers (STS)
65 Huntington Road
Suite 201
Richmond, VT 05477
O: 802.497.1174

MEP/FP ENGINEER:

LN Consulting
208 Flynn Ave Suite 2J
Burlington VT 05401
O: 802.655.1753 ext 1102

CODE CONSULTANT:

CDHA Consulting
16 Windsor Road
Somerville, MA 02144
O: 617.501.7021

COMMERCIAL KITCHEN CONSULTANT

Boston Showcase Company
66 Winchester Street
Newton Highlands, MA 02461
O: 617 290 2663

2) Scope of Services

Owner is seeking a Construction Manager (CM) to lead an organized, careful, timely and high-quality construction process. The CM must be experienced in construction of comparable buildings and related site work activities. Proposals will be evaluated based on experience, references, bonding capacity, proposed management team, organization and approach to this project, general conditions costs and fees.

The selected CM firm will be expected to provide all services as delineated in AIA A-133 – 2019 edition leading to a Guaranteed Maximum Price (“GMP”) for the Project, including but not limited to:

- Organize and run OAC meetings as required prior to commencement of Construction.
- Review of Construction Documents. Provide written comments and observations regarding coordination, omissions, and constructability. Make recommendations as to material selections and project sequencing.
- Construction Scheduling, Planning and Logistics.
- Subcontractor - Trade Bidding, including bid packaging and coordination with the Architect; procuring subcontract bidders; preparing bid requests; prequalifying major subcontractors; and assessment of qualifications and proposals.

- Prepare a GMP Proposal based on the Construction Documents, using a competitive procurement process, for presentation to Owner by June 3, 2024.
 - Award subcontracts and purchase orders; execute and administer all required insurance and bond information.
 - Ongoing constructability Reviews.
 - Ongoing advising on project cost and schedule implications of design decisions.
- Construction Services shall include those in Section 3.3 of the modified AIA Document A133-2019, and in the AIA Document A201 -2017.

3) Schedule

Owner seeks to commence construction in June of 2024 on the existing building, and as soon as the geo-technical pre-loading has concluded, on site and excavation for new construction. Construction must be complete, a certificate of occupancy issued and the building and site available for their intended purpose no later than 8/31/25.

4) Budget

Owner's budget for construction is approximately \$9.7 million. This amount is for hard construction costs only and *does not include* furnishings, fixtures, and equipment, permit fees, professional fees, or Owner's contingency.

5) Proposal Contents

The proposal shall consist of two parts: the main proposal and supporting documents. To be considered, please submit one electronic file inclusive of the following materials:

Main Proposal

The main proposal shall include the following information:

1. Company Overview – Provide a brief description and overview of your firm, including company history, size, key personnel, and business philosophy/approach.
2. Experience with Construction Management (CM) – Outline your firm's experience with the Construction Management delivery method, including your experience with Guaranteed Maximum Price (GMP) agreements.
3. Project Experience and references – Describe your firm's experience with projects of comparable size and complexity completed within the last five to ten years, focusing on CM and GMP projects. Please note if projects were not CM projects, and if your company did or did not provide pre-construction services for the project. Include a project description, GMP values and final project cost values, and contact information for the project Owner and architect including the name, mailing or email address, phone number, and title of each reference. Identify your firm's management team for each project. Include at least one project employing your proposed project site superintendent. **Specific experience with childcare facilities, historic buildings**

and in-fill development should be highlighted.

4. Management Team - Provide the resumes of all management personnel to be assigned to the Owner's project. At a minimum, resumes for the Project Manager, Site Superintendent(s), Project Estimator, and Project Executive shall be submitted. Identify and define their prospective roles and responsibilities and indicate the amount of time they will commit to the project.

5. Project Understanding and Approach – Describe how your firm would approach this Project including logistics and construction planning, scheduling, estimating and budget reconciliation, constructability review, sub-contractor bidding, management of the construction, project commissioning and post-occupancy project close-out.

6. Cost Control Methodology – Describe your firm's approach to project estimating, managing project budgets, setting a Guaranteed Maximum Price, processing change orders, managing cost and contingency during construction, and meeting cost accounting and auditing requirements in a timely fashion.

7. Preliminary Construction Budget – Provide a detailed cost estimate in CSI division format, based on the Design Development Documents included as Attachment #2.

8. Cost and Fee Proposal – provide your Construction Management Fee Proposal on the Proposal Pricing Form included as attachment 1 to this RFP.

Supporting Documents

1. A letter from your surety indicating your firm's ability to acquire a 100% performance and payment bond for the Project, assuming a Guaranteed Maximum Price of \$9,700,000.

6) Site Visit

Respondents are required to visit the project site prior to preparing their proposal. A site visit will be held on March 25, 2024, at 11:00 A.M.. led by the architect and members of the project leadership team. Pre-registration to attend the site visit is required no later than March 18, 2024, at 4:00 p.m. by sending an e-mail to jeff@jdgre.com, noting "C3EP Site Visit Registration" in the subject line. Provide the name of the firm, number of expected attendees, and contact information.

7) Proposal Due Date

Proposals are due in electronic form **no later than April 16, 2024, at 4:00 P.M.** and should be sent to: jeff@jdgre.com, linda@ottercreekcc.org, and mmoser@middlebury.edu.

8) Process and Criteria for Selection

Questions regarding this RFP may be delivered electronically to jeff@jdgre.com and acollier@dwarthur.com by **March 27, 2024 at 12:00 P.M.** Responses will be distributed to all firms by April 2, 2024, at 4 P.M.

Owner reserves the right to reject any and all proposals, or to accept any proposal deemed to be in its best interests.

Proposals will be reviewed by the Owner's Project leadership team and the Architect. Interviews with respondents may be scheduled by the Committee. Proposals will be reviewed such that comparable experience of the team, pricing, responsiveness to the RFP and availability are the most important selection criteria.

Owner expects to select a firm by April 22, 2024. It is expected that the form of contract will be the 2019 edition of AIA Document B 133 Standard Form of Agreement Between Owner and Construction Manager as Constructor, Cost Plus a Fee with a Guaranteed Maximum Price or such other form as may be suitable and agreed by the parties.

9) Attachments

1. Proposal Pricing Form

Proposal Pricing Form
for
Construction Management (CM) Services
for Renovations and Additions to the Otter Creek Child Care
Center in Middlebury, Vermont

To

Linda January, Executive Director
Otter Creek Child Center
150 Weybridge Street
Middlebury, VT 05753

Please provide the following information, costs, and fees for your CM Services Proposal for Otter Creek Child Care Center. An allocation matrix is provided at the end of this document to clarify where you should assign your costs.

1. Firm Name

2. Construction Management Services Fee

Please provide a Construction Management Fee as a percentage of the Cost of the Work, to also be used for additions or deductions to the Cost of the Work. Assume a total construction budget value of \$9,700,000 to set this fee, inclusive of all CM fees, General Condition Costs, and contractor contingency. Note that per the AIA 133-2019, this fee is intended to cover overhead and profit for your company and this is the only location where profit may be included in your proposal.

(Please enter the amount in percentage)

3. General Conditions Costs

Please provide proposed costs for General Conditions as described in the RFP Scope of Work and the associated AIA agreement documents, based on the schedule indicated below. Please attach a detailed cost breakdown of your General Conditions. Your General Conditions shall be exclusive of CM Services Fee and none of these items shall be considered as part of the Cost of the Work.

3.1 Provide a base proposed value for General Conditions for a project construction start date of June 1, 2024, and a final completion date no later than August 1, 2025.

(Please enter the amount in numerical and long hand dollars)

4. Performance and Payment Bond Costs

Please provide the cost of furnishing performance and payment bonds to cover the complete execution of the project payment of obligations associated with the project, assuming a total construction budget value of \$9,700,000, inclusive of all CM fees and General Condition Costs.

(Please enter the amount in percentage)

5. Hourly Rates

Please provide hourly rates for all company personnel. These rates shall not include mark-up for profit, bonuses, profit-sharing or incentives or other costs not directly related to the cost of each position, if applicable. Please provide rates in dollars per hour:

Project Manager

Assistant Project Manager

Project Estimator

Site Superintendent

Assistant Site Superintendent/Site Foreman

Safety Officer

Office Administrator

Other

Other

Other

6. Certification

By submission of this Proposal Pricing Form, the undersigned certifies that this pricing has been arrived at independently without consultation, communication, or agreement as to any matter relating to these costs with any competitor.

The undersigned acknowledges the right of the Owner to accept or reject any or all Proposals.

Signed by _____
(Provide your name)

Representing _____
(Provide your company name)

Position _____
(Provide your position within the company)

Date _____
(Provide the date of submitting your proposal)

Telephone Numbers Business _____ Cell: _____
(Provide your telephone numbers)

Cost Allocation Matrix

The following price categories are to be included in the **Construction Management Services Fee**:

- Profit;
- Project Executive;
- Corporate Officer's Salaries & Benefits;
- Home office overhead, rent, autos and travel;
- Interest on borrowed capital;
- Payroll and Bookkeeping expenses;
- General Liability Insurance;
- Worker's Compensation Insurance.

The following price categories are to be included in the **General Conditions Costs**:

- Project Manager
- Asst. Project Manager
- Project Engineer
- Estimator - Change Management
- Scheduler - Updating
- Full Time Superintendent
- Asst. Superintendent
- MEP Engineer/Manager
- Field Engineers
- Accounting
- Safety Officer
- Administrative Support
- Purchasing
- Travel
- Project Vehicles
- Weekly Progress Photos
- Reproduction and Printing
- Submittals & Shop Drawings
- Punchlist process
- As-Built Drawings
- O+M Manuals and Demonstration and Training
- Mobilization/Demobilization
- Jobsite Office Trailer, if necessary, suitable for weekly Job Meetings
- Office Equipment and Supplies
- Project Sign and Temporary Signage
- All communications devices and use and postage
- Temporary Toilets and Sanitary Facilities
- Temporary Electrical Panel
- Winter Conditions, Heating and Heating Fuel
- Dust and Noise Control

Staging Areas, Materials and Equipment Storage, including Storage Trailers
Traffic Control
Snow Removal
Safety Procedures
General Protection, Barriers, Fencing and Safety
Protection of Finished Work
First Aid
Jobsite Fire extinguishers
Small Tools and Consumables
Rubbish, Recycling and Cleanup
Trash Chutes
Street and Storm Drain Cleaning
Final Cleaning including Exterior Windows

The bonding costs are to be included in the **Payment and Performance Bond Costs.**

The following price categories are to be included in the **Cost of Work:**

Access Road Construction
Traffic Control
Surveying for Site Work
Building Layout
Equipment Rentals including lifts, lulls, and specialized tools
Scaffolding and Staging
Shoring
Dumpsters and Tipping Fees

The following price categories will be included in the **Owner's Costs:**

Builder's Risk Insurance
Building Permitting Fees
Off-site parking or Temporary Parking Area
Independent Testing and Inspections
Utility Charges and Fees
Jobsite Access to Water Supply
Temporary Electric Power Consumption
Moving and Storage Expenses
Original Survey
Watchman or Guard Services
Building Commissioning
Hazardous Materials Survey, Abatement and Disposal
HVAC Commissioning

