



TOWN OF BURLINGTON

Department of Public Works

Request for Qualifications – TH and TH Annex HVAC

Questions & Answers - August 18, 2025

Question: **The existing 100% design plans show roof repairs and replacements. Does the scope of work include roof repair and replacement?**

Answer: The existing 100% design plans assumed that part of the roofs would need to be demolished in order to remove and replace the MEP equipment in the attic. Proposals should include this scope if it is believed attic access through the roof is the most logical and feasible option.

Question: **The existing 100% design plans propose structural reinforcement for existing roof trusses. Does the scope of work include structural reinforcing of roof trusses?**

Answer: Burlington's understanding is the proposed design includes proposed reinforcements due to increased loads of the new MEP equipment. Structural reinforcing should be included in the scope if the MEP design proposal requires additional reinforcing.

Question: **Does the scope of work include a full redesign for all work in all disciplines?**

Answer: The scope of work shall include redesigning any aspect of the existing 100% design plans where the design firm believes it can improve upon the existing design (e.g. reduced capital costs, improved constructability/schedule expedition, improved O&M and O&M expenses, etc.), to correct any errors and omissions, and to meet current codes.



Question: **Will Burlington be able to provide CAD files of any existing plan(s)?**

Answer: Unfortunately, Burlington does not have CAD files available to share.

Question: **Does Burlington intend to have the chiller replaced before the 2026 cooling season?**

Answer: Yes, if possible, Burlington intends to have the chiller installed, or temporarily installed, prior to the 2026 cooling season to avoid the undesirable consequences should the existing chiller fail beyond repair.

Question: **Is Burlington open to pre-purchasing a chiller prior to the completion of design to expedite construction?**

Answer: This is an option Burlington will consider but it believes the chiller specifications may be dependent on the relocation of the proposed generator and expanding the enclosure if it's not suitable for the desired chiller. If the chiller specification, generator configuration, and enclosure/sitework modifications can be established prior to the new 100% design completion, and the chiller installation is independent of the enclosure/generator work, Burlington will consider procuring the chiller separately.

Question: **Does Burlington have a selection criteria for this RFP?**

Answer: Yes, please see the posted RFQ addendum that further defines the submission package/requirements, evaluation criteria, and selection process. This is uploaded to Burlington's website (www.burlington.org under the "Projects Out to Bid" link on the Public Works department webpage).

Question: **Did Burlington receive a cost estimate for the existing 100% design specs/plans?**

Answer: Yes, the cost estimate associated with the reference documents has been uploaded to the website (www.burlington.org under the "Projects Out to Bid" link on the Public Works department website). Please note this does not include construction estimates of all of the items in the scope of work.