



Section 1. Executive Summary

This proposal seeks to implement long-overdue upgrades at Waterfront Park through the renovation of specific, existing project components. For years, the site has been functioning as the city's premier event grounds with an under-supported infrastructure that limits the on-site growth potential. The proposed improvements will enhance the day-to-day functionality, event experience, aesthetics, and improve neighborhood quality of life. These necessary improvements will complement and support the site's current use as an active park and event site. Project components include:

- **Electrical Capacity** Increase the power capacity of the site, organize/redistribute and upgrade power access to key areas, and reduce the need for supporting generators; clean up the existing electrical panel on the south end of the site. Note that a separate electrical study was done in the summer of 2013, initiated prior to the PIAP process. This study considered Waterfront Park electrical resources in isolation, not in the context of holistic upgrades outlined in this proposal (see Appendix A).
- **Lighting Efficiency** Make lighting energy efficient through the introduction of new fixtures; proposed lighting to have a directed light throw, be dark sky and Act 250 compliant.
- **Potable & Waste Water Access** Relocate existing drinking fountain on south end of grounds and provide potable water access at multiple access points throughout park; install a waste water line to tie into existing system at the north end of the park to support "crowd pleaser" restroom facilities.
- **Event Configuration** While every event is different, provide a general infrastructure that will better support tenting concentrated around the perimeter of the event grounds.
- **Shoreline Resiliency & Public Access** Enhance the existing shoreline structure through renovation and expansion of the existing boardwalk; this will include necessary repairs to the sea wall and the formalization of a public access points to the water at the south and north corners of the boardwalk; renovate the central viewing platform.
- **The "Green Machine"** Incorporate vegetation improvements to support the "Green Machine" (waterfront stormwater infrastructure); utilize grass pavers for maintenance road in support of low impact design; improve aesthetics and site lines.
- **Wayfinding** Improve wayfinding through the incorporation of gateway/kiosk signage at the end caps of Waterfront Park; incorporate educational interpretation and Bike Path wayfinding.
- **Bike Parking** Integrate opportunities for bike parking.
- **Burlington Bike Path** Re-route the bike path around the perimeter of the festival site so that bikers and pedestrians will have continuous access to the path during most events; eliminate the existing paved diagonal path that bisects the festival site; integrate Bike Path rehabilitation plans; widen the bike path to current standards (11' wide paved path with 2' wide soft shoulders on either side). Note that the costs and project schedule for



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

the improvement of the bike path are contained separately within the Bike Path Rehabilitation Project (see Appendix B).

This project's TIF request is \$1.5 million and it best uses the City's limited Tax Increment by reinvesting in Waterfront Park, the premier park and event site for both the City of Burlington and the State. Events at the park generate significant dollars to the local economy supporting retail, restaurants, marinas, hotels, and tourism.

Our proposal team is comprised of experts whose combined strengths & vision will enable superior project execution and completion:

- City of Burlington Department of Parks and Recreation Parks, recreation and planning professionals with expertise in day-to-day park operations, marina management, event management, recreational programming, and short and long-term project planning.
- Sasaki Associates International environmental design professionals with expertise in urban design, landscape & stormwater remediation, architecture, and place-making.
- Salem Engineering Local electrical engineering professionals with past experience in Waterfront Park electrical planning.
- VHB (Vanesse Hangen Brustlin, Inc.) Bike path design professionals with expertise in engineering (including environmental and geotechnical), recreational path design, landscape design, and place-making.

Additional city partners will include the Community Economic Development Office (CEDO), Burlington Electric Department (BED), Planning & Zoning (P&Z), and Burlington City Arts (BCA). Additional local partners will include ECHO and local event producers.

Section 2. Approach to the Project

A. Project Need

There is no question that the singular draw for Waterfront Park and the event space is Lake Champlain. This proposal supports an *already existing*, active amenity on the Waterfront. Waterfront Park currently supports approximately 13 major events annually including: the Penguin Plunge, Kids Day, the Vermont City Marathon, Discover Jazz, the Wine & Food Festival, the Burlington Independence Day Celebration, the Vermont Brewer's Festival, the Dragon Boat Festival, Maritime Festival, and Grand Point North. Waterfront Park is the backdrop for the July 3rd Burlington Independence Day Celebration, the largest annual event in the state, drawing more than 50,000 people to the region and 30,000 people to Waterfront Park alone.

A statistically valid survey recently conducted through the Parks Master Planning effort identified Waterfront Park as the most-used park in the City of Burlington and cited special



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

events as the most desired recreational offering provided to the community (**see Appendix C**).

It is essential for Waterfront Park be able to adapt to the ever changing opportunities and interests of residents and visitors alike. Culture evolves, and the City must be able to host and support events in the park that reflect that evolution. The City must also be able to manage the park with flexibility and agility, so that the park remains vital, vibrant, recreational, cultural, and an economic asset that it has become long into the future.

City-wide parking infrastructure, combined with alternative transportation management and the Bike Path improvements Rehabilitation improvements are sufficient to meet the demands of this facility and these proposed improvements.

As mentioned in the concept statement, this proposal advances specific strategies as proposed by Plan BTM, the Harbor Plan and the Waterfront Revitalization Plan. Major themes include:

- Maintaining and enhancing public access to the water (WRP, HP, BTM)
- Strengthening the physical link between the waterfront and downtown (WRP, HP, BTM)
- Physical enhancements that support connecting corridors (WRP, HP, BTM)
- Supporting Burlington place-based themes: vibrant economy, active & healthy living, environmental & cultural stewardship, sense of place, creativity & innovation (BTM)
- Addressing changing climate (BTM)
- Supporting the Green Machine through green streets, green bike path, rain gardens, bioswales, infiltration parks, (BTM)
- Supporting Elements of the Plan - South Waterfront (BTM)

In addition, this proposal builds upon and complements the Waterfront Access North project (managed by DPW) and the Burlington Bike Path Rehabilitation (managed by DPR), both currently underway. Again, note that Burlington Bike Path Rehabilitation is an entirely separate project that was approved by the voters in 2012. The conceptual redesign & engineering of the entire path began in June of 2013 and construction within the Waterfront TIF district is slated for the fall of 2014.

B. Project Details

This project will support long-needed infrastructural renovations and enhance essential components of an existing amenity, allowing Waterfront Park to shine as the state's premier event facility. These upgrades will take the venue from good to great, increasing the quality of event experience for vendors, visitors and residents (**see Appendix D**).



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

The Project approach is to balance the community need and desire for an improved waterfront event space, coupled with the City's ability to draw visitors and groups together, thus improving both user experience and management of the grounds.

Key concepts include:

- Improved connectivity
- Universal design: proactive ADA/universal access for all
- Enhanced public access to the water
- Creation of sight lines & vistas for improved security and clarity
- Anchor community identity & sense of place

The project's major design gestures include:

- Improved power and potable water access through park
- Improved waste water connection at the north end of the events grounds
- Formalization of the event grounds maintenance road with grass pavers
- Extension of the boardwalk
- Public access to the lake through the creation of an accessible lookout at the junction of the Great Lawn and the event grounds
- Creation of a gateway at to the park and to the bike path at College Street
- Strategic tree and vegetation plantings
- Lighting, signage and wayfinding improvements

This project complements multiple, other existing, ongoing, and proposed projects for the Waterfront.

While this project as a stand-alone has the potential to have an extremely beneficial impact on the community, this proposal, in conjunction with other Parks PIAP proposals (the Marina Services Improvement & Expansion and the Urban Reserve Interim Management Improvements) has the capacity to infuse new life into the essential spine of the city that is our waterfront. These three proposals inherently and strategically work together to tie larger-scale civic and infrastructural systems together, improving connectivity, storm water flow & vegetation, sense of place, city identity, and user experience.

These three Parks proposals are physically situated next to each other, from south to north: Marina Services Improvement & Expansion, Waterfront Park Upgrades, and Urban Reserve Interim Management Improvements (**see Appendix E**). Intentional, unified design gestures, such as incorporating boardwalks, coordinated lighting, holistic storm water strategies and the introduction of public water access opportunities, are cohesive and deliberate. When considered in combination, these three proposals seek to comprehensively build upon and improve the historic legacy that is the identity of the Burlington Waterfront.



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

DPR has also been directly engaged with Phelan Fretz and ECHO in the development of their PIAP proposal for Sustainability Plaza. Together we have coordinated site layout and integration/connectivity of the Bike Path within and through the ECHO proposal, and considered the ECHO proposal in relationship to Waterfront Park and the greater waterfront. We have also engaged in thoughtful conversations on developing a unified wayfinding strategy for the waterfront area and potentially the bike path.

This project supports activity and connectivity through and to the Waterfront Access North project (skatepark, stormwater, parking and landscape improvements). WAN is currently underway with construction slated for spring of 2014.

Additionally, improvements to Waterfront Park also directly impact the functionality and experience of the Boathouse and marina. Project upgrades to pedestrian circulation (specifically through the proposed boardwalk), improved lighting, and clarified wayfinding will vastly improve visitor comfort, knowledge and security.

Waterfront Park is the heart of waterfront activity, supporting all of the areas that surround it: the Boathouse, Bike Path, Perkins Pier, Waterfront Access North, and the Moran site. The proposed improvements will not only improve functionality, but, by design, build upon the identity of this essential recreational hub, supporting a more vibrant park that sharpens the identity of both the waterfront and the City.

C. Catalytic Effect on Economic Development

Annually the Department brings in approximately \$100,000 in gross revenues from event operations in Waterfront Park. Currently, DPR is seeing little to no net revenue. These improvements will reduce operating expenditures; increase the capacity to host more events, thereby increasing the net revenues to the General Fund of the City.

Additional amenity improvement will increase the value of the rental space allowing for potential rate increases. An improved site will provide the City with a state-of-the art events grounds to offer to vendors and events producers.

The impact of these improvements is even greater outside of the Department of Park and Recreation. For example, the Key Bank City Marathon results in \$3.8 million in local economic activity. Additionally music festivals like Maritime and Grand Point North generate an estimate \$1-4 million per weekend.

With this project and a successful Act 250 amendment, the City should be able to double the number of events it hosts over the course of an entire year, thereby bringing projected gross revenues annually to approximately \$250,000.



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

In addition, improved site functionality will result in lower utility costs and more efficient maintenance strategies. Significant electrical and stormwater issues currently exist at Waterfront Park. Upgrades to this infrastructure will alleviate the cost of operations.

Direct economic activity:

- Rental of the event space
- Sales tax generated through vending
- Ticket sales on site

Indirect economic activity:

- Increase in sales tax
- Increase in Rooms & Meals Tax

D. TIF Eligibility and Regulatory Compliance Analysis

TIF is an appropriate funding tool for this project. This project as explained above will have both direct and indirect economic impacts. While this facility currently exists as an event space for the city, without investment, the economic potential of this site and surrounding is limited. These holistic enhancements transform a limited, under-developed site into a fully-realized, intentional economic and community resource.

It is our opinion that the proposals will satisfy regulatory requirements as set forth such by Act 250, Lakes & Ponds, Fish & Wildlife, and Army Corps.

E. Accessibility

A key concept of this proposal is to improve access for all users, more specifically by utilizing the principles of universal design - a design concept that recognizes, respects, values and attempts to accommodate the broadest possible spectrum of human ability in the design of all products, environments and information systems¹. Principles include:

- Equitable Use The design is useful and marketable to people with diverse abilities.
- Flexibility in Use The design accommodates a wide range of individual preferences and abilities.
- Simple and Intuitive Use The design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.
- Perceptible Information The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's abilities
- Tolerance for Error The design minimizes hazards and the adverse consequences of accidental or unintended actions.
- Low Physical Effort The design can be used efficiently and comfortably and with a minimum of fatigue.



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

- Size and Space for Approach and Use Appropriate size and space is provided for approach, reach, manipulation, and use regardless of user's body size, posture, or mobility.

No member of the public will be excluded from being a potential user and beneficiary of the project. Universal design fully encompasses ADA accessible design and beyond.

F. Environment

This project is built from environmental strategies that include shoreline resiliency, erosion control, storm water management and energy conservation through specific actions:

- Shoreline Resiliency Enhance and reinforce the existing shoreline structure; coincides with the renovation and expansion of the existing, aging boardwalk.
- Stormwater Management Advance the “Green Machine” as developed through Plan BTV: Downtown & Waterfront by incorporating vegetation that supports stormwater and enhances sight lines.
- Energy Efficiency & Conservation Introduce energy efficient power sources and light fixtures to reduce energy consumption and promote a smarter use of energy resources.
- Dark Sky Compliance Select light fixtures that are dark sky compliant to preserve and protect the nighttime environment and our heritage of dark skies through environmentally responsible outdoor lighting².

G. Public Art

Thoughtful landscape and environment design are essential components of the public art realm; serving more than backdrops for artistic expression – they in themselves are a prime example of artistic expression. This project provides opportunities for both “soft” public art integration (through plantings, vegetation, etc.) and “hard” public art integration (through gateways, material selection, and interpretation).

1% of this project budget has been dedicated to the incorporation of public art within the proposal.

Public art is also an essential component of the Bike Path Rehabilitation project and opportunities for the integration of public art along the 8-mile path will be specifically incorporated into the rehab project through the design process that is currently underway.

H. Housing

While this project does not incorporate housing, it seeks to improve the neighborhood quality of life for existing residents. Specifically, this project will have significant positive benefits for nearby residents as a result of the proposed site improvements.



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

I. Walk-ability and Bike-ability

As mentioned, the rehabilitation of the Burlington Bike Path is a complementary project that is also underway, currently in the design and engineering phase with construction anticipated for fall of 2014.

As part of this rehab project, the existing diagonal bike path at the northern end of the event grounds will be eliminated and the path will be re-routed around the area to create a loop that will support both direct and meandering routes. The creation of this loop will support continuous access to the path during most events. The alignment of the existing bike path on the southern end of Waterfront Park will be maintained.

Throughout Waterfront Park, the bike path will be widened to the current standards (11' wide paved path with 2' wide soft shoulders on either side) per the Burlington Bike Path Rehabilitation project. The combination of the improved bike path network and expanded boardwalk system will sustain a dynamic, secure bike and pedestrian environment.

Additionally, a key component of both this proposal and the Bike Path Rehabilitation project is the introduction of a gateway at Waterfront Park near the College Street round about. This proposed gateway will serve as a civic front door to Waterfront Park, the heart of the Bike Path, and the lakefront.

Section 3. Communication and Collaboration

A. Approach to Working Effectively with Regulatory Agencies

Our approach to working thoughtfully and effectively with regulatory agencies is outlined below. Anticipated regulatory issues are described.

- Act 250 The City is currently involved in a concurrent process to amend the Act 250 permit to expand the number of events that can be held annually at the grounds.
- Zoning/Permitting Current zoning and permitting rules allow for this project; this proposal builds upon already zoned uses in the area.
- Storm Water DPR works hand in hand with the Storm Water Administrator and we are intentionally incorporating low impact design (LID) strategies.
- Water/Waste Water Project has preliminarily been reviewed by Waste Water Engineer.
- Army Corps Utilizing existing relationships, DPR is poised to attain necessary permits for accessibility on the water and shoreline stabilization.
- Lakes & Ponds Utilizing existing relationships, DPR is poised to attain necessary permits for accessibility on the water and shoreline stabilization.
- Right of Way Project is not expected to trigger permitting through this agency.
- Archeology Project is not expected to trigger permitting through this agency.



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

- Building Trade Permits Project is not expected to trigger permitting through this agency.
- Hazardous Sites Utilizing existing relationships, DPR is poised to attain necessary permits and sampling for soil work.

B. Community Stakeholders and City Committees

DPR has been proactively engaging all of these groups and the citizenry at large through individual conversations, regular meetings, and through the comprehensive Parks Master Planning effort. We have been utilizing traditional public forums, a statistically valid survey, social media and peer-to-peer outreach to develop public input and promote community dialogue. The following groups have had - and will continue to have - a role in the project's development and future management:

Community Stakeholders & City Committees

- Parks & Recreation/Harbor Commission
- Parks, Art, & Culture City Council Committee (PACC)
- Waterfront Event Advisory Committee
- Conservation Board
- Waterfront Action Group (WAG) - Burlington Business Association's advisory group
- Planning Commission
- City NPAs - Neighborhood Planning Assemblies

Section 4. Experience

A. Expanded Project Team

i. Description of Organizational Structure and Project Staffing

The Department of Parks & Recreation is thoroughly committed to enhancing our community's recreational, economic and social opportunities through this project. This process provides a historic opportunity for our community to reshape our interaction with the waterfront and Lake Champlain. As a Department, we are honored to be integral partners in this process.

See Appendix F for the organizational structure and staffing chart.

ii. Team Bios

- **Jesse Bridges, Director and Harbor Master, Department of Parks & Recreation**
Jesse was first appointed by Mayor Miro Weinberger in October of 2012. As the Director of Parks and Recreation, Bridges oversees all of Burlington's 37 parks, 550+ acres of open space, 3 public beaches, street trees & greenways, community



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

gardens, 3 cemeteries, the Miller Recreation Center, Leddy Ice Arena, Memorial Auditorium, and all recreation programs. He also serves as the City's Harbormaster overseeing the public marina and harbor activities. Prior to joining the City, Jesse served as the Associate Director of Major Gifts - Athletics and Director of the Victory Club at the University of Vermont Foundation. He served a dual role in the athletic department as an Assistant Director of Athletics overseeing the Victory Club (athletic department annual fund) and ticket operations while also focusing on budget preparation, revenue forecasting and technology. Bridges received his B.A. in History in 2002 and a Masters in Public Administration in 2008, both from the University of Vermont. As a volunteer Jesse has passions in politics and education serving on numerous campaigns throughout his time in VT. A graduate of the Lake Champlain Regional Chamber of Commerce Leadership Champlain program class of 2011, Bridges joined the Board of Directors in 2012 and serves as the Vice Chair.

- **Jen Francis, LEED BD + C, Parks Planner, Department of Parks & Recreation**

Jen is an architectural/urban designer, artist, and, since 2011, the Parks Planner for the City of Burlington. In this role, she manages the City's Penny for Parks Program, parks capital improvement projects and parks planning efforts. After graduating from UW-Milwaukee with a degree in architecture in 1997, Jen was a builder on the *Denis Sullivan*, a great lakes schooner. Architectural design work took her to Switzerland, followed by graduate studies in St. Louis, Argentina and New York City where she earned Masters of Architecture and Urban Design degrees from Washington University in St. Louis in 2006. As an architect & urban designer in St. Louis, she was part of a small team that designed and constructed the *Audubon Center at Riverlands*: a visitor's center/bird sanctuary at the confluence of the Missouri and Mississippi river flyway. She has successfully completed master plans for several communities in the St. Louis region. Jen's research has focused on sustainability and the impacts of arts/culture on community through environmental design; she has worked with multiple organizations with the specific focus of enhancing community identity. In 2009, she co-edited the international urban design compendium: *Making the Metropolitan Landscape* published by Routledge.

- **Erin Moreau, Waterfront Manager, Department of Parks & Recreation**

Erin has worked on the Burlington Waterfront since 2000. She started as a young seasonal Dockmaster at the Burlington Boathouse Marina fresh out of high school. She graduated from University of Vermont in 2004 and started full time with the Department shortly after. Erin briefly left the waterfront to help the Department open a brand facility, the Miller Community Center. Back to the water, she assumed management of the Marinas and Waterfront Facilities in 2009 after significant Department transformation and focused on delivering excellent customer service while integrating efficient staff systems, sound financial protocols and strengthened community partnerships throughout the waterfront. In 2012, the Waterfront



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

Division was created to include the campground operations, waterfront parks and beach operations, which Erin now oversees. Although the job requires significant more desk time, you may still find her out in the Harbormaster boat patrolling and enjoying Burlington harbor.

- **Deryk Roach, Parks Superintendent, Department of Parks & Recreation**
Deryk is the Superintendent of Park Maintenance and Operations for the Burlington Department of Parks and Recreation. His primary function is to oversee several programs within the Parks Division including facility support, grounds maintenance, trees and greenways, and horticultural maintenance operations in 37 public parks, 26 miles of paths and trails, and the City's conserved open spaces and urban wilds. Previous to his employment with the City of Burlington in 2011, Deryk was the Assistant Director of Open Space and Park Maintenance with the City of Springfield, Massachusetts. He received his A.S. degree in Arboriculture and Park Management from the Stockbridge School of Agriculture and later a B.S. degree in Urban Forestry from the University of Massachusetts. Deryk has brought forth experience from working in the commercial tree care and golf course industries, as well as practical education via the Student Career Experience Program (SCEP) for the U.S. Forest Service and the U.S. Army Corps of Engineers. Specializing in maintaining various levels of property for both passive and active recreation, Deryk finds passion in complementing natural processes and conserving nature for generations to come.
- **Todd Greenough, Facilities Foreman, Department of Parks & Recreation**
Todd has been with the Department since the Spring of 1983 and worked at multiple capacities from grounds, docks, trees, seasonal operations, maintenance, and facilities. He manages the Facilities Maintenance core of four staff to support all Parks & Recreation infrastructure, as well as several other City facilities with an additional Custodial Staff of ten. Todd has been fully vested in the development of the waterfront, designing three of the four dock systems and the transient mooring field at the Boathouse in addition to Staff management and support of numerous Waterfront events. He has completed cycles of Parks facility renovations and maintenance, in addition to sign development systems throughout the parks, bike path, and trail systems. In the last several years, Todd has made strides to consolidate a number of City facility services and contractual agreements in an effort towards accountability, cost savings and streamlining maintenance needs. Examples are the consolidation of extinguisher inspections and servicing, custodial product inventory and ordering, and HVAC / boiler water treatment systems. From spring through fall, you can find Todd spending most all his free time at camp in Highgate Springs enjoying friends, family, and granddaughters.
- **Jon Adams-Kollitz, Parks Project Coordinator, Department of Parks & Recreation**
Jon implements parks capital improvement projects in the City's Penny for Parks



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

program. He also handles a portion of department communications and coordinates the annual Mayor's Multi-Modal Tour and Halloween Bike Ride. Prior to that, Jon served as the Interim Coordinator of the Burlington Sustainability Action Team, worked on the City's Climate Action Plan update and coordinated implementation amongst 30 City staff. Jon began his City of Burlington career with the Community & Economic Development Office where provided business technical assistance, coordinated events, and co-founded the BTV Bike Cluster. Jon has a bachelor's degree in landscape architecture from the University of Wisconsin, did graduate study in urban planning & design at KTH in Stockholm, Sweden, and was an intern with ICOMOS/HABS in St. Petersburg, Russia and Washington, DC. He is a licensed landscape architect in Wisconsin and a Certified Playground Inspector. Before moving to Burlington, Jon owned and operated a small landscape architecture design/build company, specializing in artistic and ecological landscapes, native plantings and children's play environments. He has worked as a landscape architect on FHWA projects for the National Park Service, both at Yellowstone, working on the night shift amongst geysers & grizzlies, and Glacier National Park, where worked on reconstruction of the historic Going to the Sun Road.

See Appendix G for additional bios from our consultant teams.

iii. Description of Project Team's Past Cooperative Efforts:

This team has worked together, in various configurations, on past projects including:

- Parks Master Plan (underway): DPR, Sasaki, VHB
- Burlington Bike Path Rehabilitation (underway): DPR, VHB, Sasaki
- Waterfront Park Short-term Electrical Improvement Plan: SPR, Salem

In addition, Parks staff has a lengthy history of working together to successfully complete planning, construction, and maintenance projects, evident through the Penny for Parks program.

iv. Quality Control Outline & Procedures

The Department of Parks & Recreation has outside groups that monitor our activities to provide layers of oversight that support quality control for checks & balances. P&R also has a separation of duties through the existing staff structure that provides an additional check in the process of project development and construction.

See Appendix H for additional quality control practices from our consultant teams.

B. Relevant Project Experience



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

- **Project Experience - Department of Parks & Recreation**

- Project name & location: Burlington Bike Path Rehabilitation (underway)
Burlington Vermont
- Brief project description: Redesign and engineering of the 8-mile bike path
- Total project budget: Approximately \$550,000
- Project Duration: Approximately one year (June 2013 - September 2014)
Note: Construction slated for fall of 2014
- Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Deryk Roach, P&R, Parks Superintendent
Mark Colgan, VHB, Project Manager
Erin Parizo, VHB, Assistant Project Manager
Greg Bakos, VHB, Bike/Ped Engineer
- Project references: Miro Winberger, Mayor of the City of Burlington
Chapin Spencer, Director, Department of Public Works

- **Project Description - Department of Parks & Recreation**

- Project name & location: Parks Master Plan (underway)
Burlington Vermont
- Brief project description: Comprehensive master plan for the Burlington Parks & Recreation system
- Total project budget: Approximately \$120,000
- Project Duration: Approximately one year (March 2013 - March 2014)
- Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Barbara Heller, Heller + Heller, Inc., Project Manager
Gina Ford, Sasaki Associates, Landscape Architect
Eamonn Hutton, Sasaki Associates, Landscape Architect
Brie Henshold, Sasaki Associates, Senior Planner
- Project references: Miro Weinberger, Mayor of Burlington
Nancy Kaplan, Parks & Recreation Commission

- **Project Experience - Department of Parks & Recreation**

- Project name & location: Leddy Softball Athletic Field Renovation, Phase 1 & 2
Leddy Park, Burlington Vermont
- Brief project description: Multi-phase athletic field renovation with extensive community engagement
- Total project budget: Approximately \$250,000
- Project Duration: Approximately 14 months for design & construction of both phases (September 2012 - November 2013)
- Team members & roles: Jesse Bridges, P&R, Project Director
Jon Adam-Kollitz, P&R, Project Manager



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

- Project references: Jen Francis, P&R, Project Manager
Skip Piche, R.J. Piche Construction
Jeanne Hulsen, Athletic Director of Burlington High School
Dave Hartnett, Burlington City Councilor, Ward 4
- **Project Experience - Department of Parks & Recreation**
 - Project name & location: Burlington Community Boathouse Upper Deck Renovation
Burlington Vermont
 - Brief project description: Full replacement of the exterior upper deck level of
the Boathouse and interior flooring replacement
 - Total project budget: Approximately \$200,000
 - Project Duration: Approximately 8 months for design & construction
(September 2013 - April 2013)
 - Team members & roles: Jesse Bridges, P&R, Project Director
Jen Francis, P&R, Project Manager
Jon Adam-Kollitz, P&R, Project Manager
Jeff Provost, The Dock Doctors, Project Manager
Chris Girard, The Dock Doctors, Project Manager
 - Project references: Barb Bardin, Owner, Splash
Erin Moreau, Waterfront Manger, DPR
- **Project Experience – Department of Parks & Recreation**
 - Project name & location: Miller Lease Space Renovation
Burlington Vermont
 - Brief project description: Renovation of a 2400 SF lease space for child care
tenant within the Miller Center; included parking
expansion and extensive permitting resolution
 - Total project budget: Approximately \$250,000
 - Project Duration: Approximately one year for design & construction
(July 2011 - July 2012)
 - Team members & roles: Jen Francis, P&R, Project Manager
David Bogue, Construction Manager, Pro Construction, Inc.
 - Project references: Tiffany Bergeron, Owner, Frog & Toad Childcare
Gary Rodgers, Assistant Superintendent of Recreation, DPR

See Appendix I for additional project experience from our consultant teams.

C. Evidence of Experience with Cost Controls

The Planning Division within the Parks Department has successfully developed and managed the Penny for Parks program. This program is funded by a dedicated property tax; as a result, the Department receives roughly \$350,000 annually to fund capital improvement projects within the Parks system. Funds not expended in one year roll over



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

for future use. Because of a lack of program management structure during the first years of the program’s creation, funds accrued to nearly \$1m. In the 2012 fiscal year, the Penny for Parks program structure was defined and in FY13, more than \$750k was expended towards the completion of 30 capital improvement projects, both large and small scale. The FY14 budget includes 28 projects and once again nearly \$750k in planned expenditures. The Planning Division works closely with the Parks Division to schedule, coordinate, and facilitate PFP projects. Parks staff is essential in completing these projects successfully and on time; their broad range of skills and dedicated involvement results in real savings, allowing the Department to maximize resources (**see Appendix J**).

Section 5. Project Feasibility

Detailed schedule breakout for every phase of the project:

- Oct 17, 2013 Submit PIAP proposal
- Nov 7, 2013 Act 250 amendment hearing
- Winter 2013-14 Development of RFP for design development & construction/bid docs
- March 4, 2014 Town Meeting Day vote
- March, 2014 RFP for design development & construction/bid docs issued
- Mid-April, 2014 Design development/bid doc contract awarded
- April-July, 2014 Design development underway
- July, 2014 Bid for fall construction
- October, 2014 Begin construction, post event season during low-water conditions
- Spring, 2015 Grand opening of grounds for 2015 event season

Presentations will continue to be made at public forums and with community groups and stake holders through the final design process. Permitting and regulatory compliance will be incorporated directly into design development scope.

Section 6. Project Budget

Budget Source	Amount	Committed/Non-Committed
TIF	\$1.5 Million	TBD
Local Sources (PMP, CIP, PIF)	\$179,181	TBD

In addition, potential local funding leveraging sources may include the Penny for Parks (PFP) program, the City’s Capital Improvement Program (CIP) and Park Impact Fees.

A. Level of TIF Requested



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

With an estimated total project cost of \$1.7 million, the level of TIF requested is roughly 90% of the total project budget, or approximately \$1.5 million.

B. Construction Budget Preparation

Cost estimates were compiled by Sasaki Associates, an interdisciplinary design firm with sixty years of experience designing and building urban landscapes and architectural projects. The estimates in this proposal were generated by Sasaki's team of landscape architects, civil engineers and architects.

Sasaki prepared the construction budget using a combination of industry standard construction cost manuals, estimates from similar projects and recent construction experience. The manual used for estimating much of the site work is *RSMeans Site Work & Landscape Cost Data 2013*. Costs were adjusted for the region. The design firm has a long history of producing costs estimates including Port of Los Angeles Wilmington Waterfront Park in Los Angeles, California, Council Bluffs Riverfront Park in Council Bluffs, Iowa and Chicago Riverwalk in Chicago, Illinois. Contractor bids from each of these projects came in close to the project budget including most recently the Chicago Riverwalk project which was within 3% of the original engineer's estimate.

C. Budget Contingencies

The contingencies are as follows:

- 25% for the entire Waterfront Park proposal

D. Operating Pro Forma

Burlington Parks & Recreation will assume operating infrastructure components as part of the routine parks maintenance program, which is supported by fee generation, the General Fund and the Penny for Parks program. We anticipate that the new net revenues generated by the hosting of events will support the ongoing support of this park and adjacent supporting amenities. Non-tax revenue sources include event space fee & rental, vendor fees, sponsorship opportunities, and private donations.

E. Budget Justification

See Appendix K for budget justification.

Section 7. Appendices

A. 2013 Waterfront Park Electrical Study

- 2013 Waterfront Park Electrical Improvement Plans

This project documented the existing electrical power system conditions at Burlington Waterfront Park and provided an opinion of probable cost for the upgrade of these facilities. At present, major events at the park require substantial



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

use of portable diesel generators and redundant investments in temporary electrical wiring at significant cost each year. These efforts not only are expensive to set up but also represent potential for electrical shock if the wiring is disturbed before, during or after the event.

These drawings show the existing infrastructure on the E1.X series of drawings and indicate proposed improvements on the E2.X series of drawings. The E3.X series of drawings provide a record set of existing electrical conditions found onsite. The 4.X series of drawings provide unit costs data on Sheet 4.1 that is culled from the detailed cost information on sheets 4.2 and 4.3. These costs are based on material takeoffs based on the E2.X drawings with costs data from R.S. Means cost database from the year 2013.

The cost information is intended to help prepare budgets from electrical infrastructure improvement projects. More detailed costs data will be available as the project scope is further developed and engineered design documents are prepared. As visible from the overall costs data, the electrical infrastructure needs at the site are significant. The systems in place are older and don't meet the present needs. The development of this infrastructure will result in a safer, quieter and more environmentally friendly delivery of electrical power to the waterfront for years to come.

B. Burlington Bike Path Rehabilitation Summary

C. 2013 Parks Master Plan Survey Findings

During the summer of 2013, the Department of Parks & Recreation conducted a statistically valid survey through the Parks Master Plan process. An independent consultant, Leisure Vision, LLC, known across the country as a leader in parks & recreation surveys, issued the survey and compiled the results. Surveys were randomly mailed to 2000 households within the City of Burlington and roughly 450 responses were received. This high return rate ensures an accuracy of 95%.

D. Design Documents: Scaled Conceptual Plans & Renderings

- Plans & Renderings provided by Sasaki Associates

E. Waterfront "Three Projects" Diagram

F. Organizational Structure & Staffing

G. Consultant Bios

H. Consultant Quality Control



City of Burlington Department of Parks & Recreation
WATERFRONT PIAP PROJECT PROPOSAL: WATERFRONT PARK UPGRADES

- Sasaki Associates
- Vanesse Hangen Brustlin, Inc. (VHB)

I. Consultant Project Experience

- Sasaki Associates
- Vanesse Hangen Brustlin, Inc. (VHB)

J. Evidence of Experience with Cost Controls Exhibits

- Penny for Parks Annual Budget Summary
- Penny for Parks Annual Completed Project Summary
- Penny for Parks FY13 Implementation & Close-out
- Penny for Parks FY14 Project List

K. Budget Justification

L. Compliance with City Requirements

This project complies with all applicable federal, state and local laws; this includes but not is limited to the City of Burlington's Livable Wage Ordinance, Outsourcing Ordinance, and Union Deterrence Ordinance; and shall submit any and all written certifications required by applicable ordinances that require attesting to compliance.

M. Web References

- 1 - <http://www.ncsu.edu/ncsu/design/cud/>
- 2 - <http://www.darksky.org/>