



**Department of Buildings and General Services
BGS Financial Operations**

Office of Purchasing & Contracting

10 Baldwin St [phone] 802-828-2211
Montpelier VT05633-7501 [fax] 802-828-2222

<http://bgs.vermont.gov/purchasing>

Agency of Administration

REQUEST FOR INFORMATION (RFI)

Future Use of the Waterbury State Office Complex Waterbury, Vermont

ISSUE DATE:	October 14, 2011
SITE WALK THROUGH:	October 21, 2011 AT 10:00 AM
QUESTIONS DUE BY:	October 25, 2011 AT 4:30 PM
RFI DUE DATE and TIME:	November 3, 2011 AT 4:30 PM
RETURN OF ELECTRONIC COPY TO:	SOV.ThePathForward@state.vt.us

**PLEASE BE ADVISED THAT ALL NOTIFICATIONS, RELEASES, AND AMENDMENTS
ASSOCIATED WITH THIS RFP WILL BE POSTED AT:**

<http://www.bgs.state.vt.us/pca/bids/bids.php>

**THE STATE WILL MAKE NO ATTEMPT TO CONTACT VENDORS WITH UPDATED
INFORMATION. IT IS THE RESPONSIBILITY OF EACH VENDOR TO PERIODICALLY
CHECK <http://www.bgs.state.vt.us/pca/bids/bids.php> FOR ANY AND ALL NOTIFICATIONS,
RELEASES AND AMENDMENTS ASSOCIATED WITH THE RFI.**

POINT OF CONTACT:

Deborah Damore

TELEPHONE:

(802) 828-2211

E-MAIL:

SOV.ThePathForward@state.vt.us

FAX:

(802) 828-2222

1. PURPOSE:

This request for information (RFI) is issued for the (State) **Department of Buildings and General Services** to solicit interest pertaining to the future of the Waterbury State Office Complex in Waterbury, Vermont.

The state is interested in any and all opportunities for alternative uses of the site including public, public/private partnership or private ownership to buy, lease, subdivide, convert to condominiums, or any combination thereof. This may also involve mixed use of retail, office, and residential space.

With the interest of protecting the taxpayer, this RFI is to solicit interest and information only for the state to make a reasonable determination as to next steps for what to do in the future with Waterbury State Office Complex.

If it is determined that the next step for the state is to issue a Request for Proposal (RFP) to solicit any and all alternative use proposals for the site, please identify the specific information that the state would need to include in the RFP in order for your company, organization, or firm to submit a complete proposal.

The issuance of this RFI does not commit the Department of Buildings and General Services to award a contract. This RFI is for information gathering purposes only.

2. BACKGROUND:

The Waterbury Complex has approximately 700,000 gross square feet of office space and all ancillary space. Prior to the impact from Tropical Storm Irene on the area, the office complex housed approximately 1500 state employees from the Agencies/Departments of Human Services, Natural Resources, Agriculture, Public Safety, Human Resources, Buildings and General Services, and the Vermont State Hospital.

The entire Waterbury Complex is on the national historic register as part of Waterbury Village Historic District. The Vermont Historical Preservation has agreed to work with possible alternatives that take into account the preservation of certain portions of the complex.

2.1. Zoning Summary: The Waterbury State Office Complex (WSOC) is a 100 acre parcel of land on the westerly side of Routes 2 and 100 in the center of Waterbury. The developed portion of the parcel is zoned Village Mixed Residential (VMR) and includes a variety of Residential, Commercial, and Public Permitted and Conditional uses. The undeveloped portion of the parcel, located directly to the north of the developed portion is zoned Conservation (CNS) with limited Permitted and Conditional uses. While the land was never subdivided to our knowledge, the developed portion in the VMR district allows for Governmental uses as a Conditional use, but the Conservation Zone does not provide for Governmental Use within this district. There are provisions for extension of the boundaries of one zoning district to extend into an adjacent zoning district, but these dimensional limits are restricted as to how far one can extend into the other.

2.2. Building(s) Square Footage: The list of buildings located at the WSOC that identifies the building name and square footage is available as Attachment A.

2.3. Heat Plant: A summary of equipment and stack information is provided as Attachment B.

2.4. Flood Plain: A Flood Plain map is available and provided as Drawing S-1.

3. GENERAL:

3.1. SINGLE POINT OF CONTACT: All communications concerning this Request for Interest (RFI) are to be addressed in writing to the attention of: **Deborah Damore**, State of Vermont, Office of Purchasing & Contracting, 10 Baldwin St - Montpelier, Montpelier, VT 05633-7501. **Deborah Damore** is the sole contact for this request for information.

3.2. SITE WALK THROUGH: A site walkthrough will be held **October 21, 2011 at 10:00 AM** at Waterbury State Office Complex at 103 South Main Street, Waterbury, Vermont.

3.3. **QUESTION AND ANSWER PERIOD:** Any interested party requiring clarification of any section of this RFI or wishing to comment must submit specific questions in writing no later than **October 25, 2011 at 4:30 PM**. Questions may be e-mailed to SOV.ThePathForward@state.vt.us. At the close of the question period a copy of all questions or comments and the State's responses will be posted on the State's web site <http://www.bgs.state.vt.us/pca/bids/bids.php>. Every effort will be made to have these available as soon after the question period ends, contingent on the number and complexity of the questions.

4. RESPONSE CONTENT AND FORMAT:

- 4.1. Responses may not exceed 25 pages in length. Font size shall be no less than 12-point type. All pages shall be numbered. Margins shall be no less than 1" around the perimeter of each page. Each response must include the sections and attachments in the sequence listed in the RFI. If the responder wishes to provide additional material, Websites, or URLs, it may be added as Attachment D.
- 4.2. The RFI response must be in the same format and sequence as the following:

A. Cover Page.

The first page of the submission must be a cover page displaying at least the following:

Response of RFI Title
Name of Interested Party
Contact Person
Telephone Number
Address
Fax Number
Email Address

All subsequent pages of the proposal must be numbered.

B. Experience

A. Profile

1. Information
Company Name
Type of Business
Office Address Serving the State of Vermont
Headquarters Address
Contact Representative/Title
Telephone
E-mail
2. Indicate number of years in business
3. As appropriate, identify the proposed organization of a Partnership:
4. Based on your suggestions for alternative uses of the Waterbury State Office Complex, what is your experience, if any, implementing such suggestions? Please provide us with samples as applicable.

C. State Responsibility: If the state chooses to pursue your suggestion, please identify the specific information that the state would need to include in the RFP in order for your company to submit a complete proposal.

5. RFI SUBMISSION:

CLOSING DATE: The closing date for receipt of your Request for Interest is **November 3, 2011 at 4:30 PM.** All Responses to be submitted by email to SOV.ThePathForward@state.vt.us. Submit one response electronically by the due date provided on the Cover Page.

All times stated herein are Eastern Time. Any proposal or modification received after the time and date stated on the Cover Page shall be rejected. All responses must a signature either by signature affixed thereto, either by manually signing the document, prior to scanning it and uploading it with your submission, or affixing it electronically. All response will be in Microsoft Word or Microsoft Excel format.

Attachment A - Waterbury Office Complex - Building(s) Square Footage

BLDG Number	BUILDING	Space (Gross)
06391	BGS Maintenance Building	8,760
06378	Power House	7,650
06617	Sewage Pump Station	200
06350	Osgood Building	41,051
06353	4 North	9,396
06354	5 North	8,823
06355	6 & 7 North	15,400
06356	8 & 9 North	11,765
06366	"A" Building	28,046
06357	10 North	17,287
06351	1,2 & 3 North	24,922
06352	North Connector	6,629
06373	Center Building	12,306
06374	Center Core-Kitchen/West Office	57,786
06385	Old Laundry	8,284
06358	1,2,3 South	26,292
06359	South Connector	6,389
06396	4 South	8,129
06361	5 South	10,064
06362	6 & 7 South	12,771
06375	Sewing Building	5,498
06363	8 & 9 South	11,218
06364	10 South	18,645
06365	Dale Building	42,673
06392	Hospital Admissions / Storehouse	7,462
06383	Mental Hospital / Brooks Building	31,660
06372	Hanks Building	5,854
06367	Weeks Building	43,269

BLDG Number	BUILDING	Space (Gross)
06369	Ladd Hall	24,836
06384	DPS Building	53,758
06397	DPS New Forensics Lab	34,197
06394	Ag./Env Lab	33,210
06370	Stanley Hall	26,038
06371	Wasson Hall	13,520
06376	43.5 Randall (Barn)	800
06377	43 Randall	4,185
06380	5 Park Row	2,174
06382	121 South Main Street	3,612
06381	123 South Main Street	3,858
06386	Recycling (Old Carpenter Shop)	8,912
06616	Garage behind 123 So. Main St.	1,054
06387	Storage Shed (BGS Maint & Fleet)	400
06388	Garage - (Carpet Storage) Old Green House - Equipment	1,440
06389	Storage	756
06390	Salt & Lumber Storage	1,200
06393	Logue Cottage	1,770
06619	Garage at Logue Cottage	516
Total Square Footage		704,465

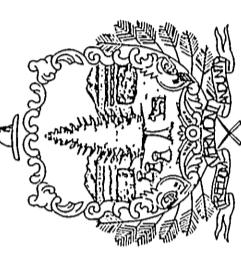
Attachment B – Heat Plant

Equipment and Stack Information

Description and Model Number*	Stack #	Size or Capacity (Max. Allowed)	Fuel Types(s)or Process Input	Date Installed	Pollution Control Equipment	Flow Rate (ACFM)	Stack Height (FT Above Grade)	Exit Temp (°K)
Babcock & Wilcox water tube boiler	1	25 MMBTU/hr 176 gph	No. 6 fuel oil	1964	none	9,000	150	422
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Industrial Boiler Co. water tube boiler	1	17.6MMbTU/hr 180 hp. 70 lb/min	wood	1985	Zum Multicloner 9" tube collector			
Hurst fire tube boiler	1	5.25 MMBTU/hr 37.5 gph	No. 2 fuel oil	1988	none			
Caterpillar 3512 diesel generator	2	1809 H.P. 14 MMBTU/hr	Diesel fuel	1989	none	9,238	35	799
Two No. 6 Fuel Oil Storage Tanks	na	20,000 gallons	No. 6 fuel Oil	1988	none			
No. 2 Fuel Oil Storage Tank	na	10,000	No. 2 fuel Oil	1988	none			
Diesel Fuel Storage Tank	na	10,000	Diesel Fuel	1988	none			
Gasoline Storage Tank	na	5,000	Gasoline	1994	none			



STATE OF VERMONT
Department of Buildings
and General Services
Agency of Administration
Montpelier, Vermont



VERMONT

WATERBURY STATE OFFICE COMPLEX
FLOOD PLAIN

WATERBURY
STATE OFFICE
COMPLEX
FLOOD PLAIN
WATERBURY

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