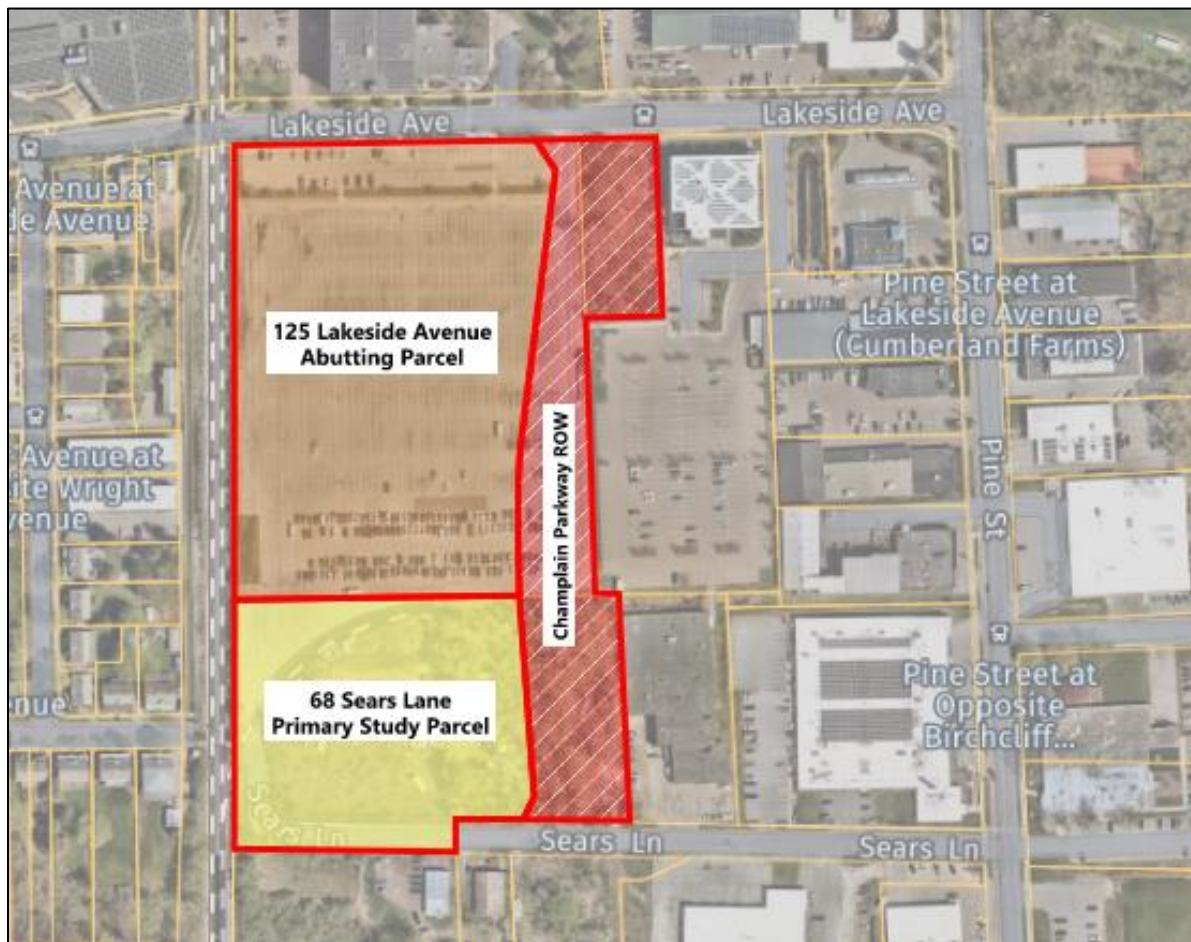


VHB has prepared this Scope of Work to evaluate the feasibility of a regional transportation/transit facility with a parking garage, potential housing, and other uses envisioned for the 68 Sears Lane and 125 Lakeside Avenue parcels in Burlington, Vermont. The study will examine the feasibility of a transit center and potential housing at 68 Sears Lane, investigate site layout options that tie together the planned uses on both parcels, develop conceptual construction cost estimates, investigate potential funding streams for the project, and support stakeholder outreach.

We are pleased to include **Chris Cole** on our team to provide his perspective on the transit center feasibility and potential funding options, **ReArch Company** to assist with construction cost estimating, and **White + Burke Real Estate Advisors** to provide a high-level strategic perspective on market opportunities for the parcels.

Figure 1: Study Area



PROPOSED SCOPE OF SERVICES

Task 1.0 Project Kick-off Meeting

VHB will prepare for and facilitate a project kick-off meeting with representatives from the CCRPC, City of Burlington, HULA, and any other identified key stakeholder(s). The meeting will include a review of the project scope and schedule, an overview of key milestones and deliverables, a review of identified issues and opportunities for the parcels, and a discussion about overall project goals and desired building program elements. VHB will prepare a base map of the subject parcels for use during the kick-off meeting.

Deliverables: Kick-off Meeting Agenda & Notes, Preliminary Project Base Map

Task 2.0 Existing Conditions Assessment

Following the project Kick-off Meeting, VHB will conduct the following background investigation tasks:

- Zoning Review: VHB will review the zoning regulations, standards, and permitted uses within the Enterprise – Light Manufacturing (ELM) zoning district to inform the site layout alternatives and connect with the City's Planning Department to discuss potential changes to development intensity and permitted land uses that could result from work under way to create an Innovation District overlay within the Enterprise Light Manufacturing Zoning district.
- Natural & Cultural Resources Desktop Screening: VHB will conduct a desktop review of existing publicly accessible and privileged databases to identify natural and historic resources within the project limits. Resources included in this desktop screening would include wetlands, surface waters, floodplains, river corridors, natural communities, rare, threatened and endangered plant and animal species, hazardous waste operators and sites, historic resources, Section 4(f) and Section 6(f) resources, and primary agricultural lands.
- Contaminated Soils Desktop Review: VHB will summarize the results of previous soil investigations on both the 125 Lakeside Avenue and 68 Sears Lane parcels.

Deliverables: Summary of Zoning Review, Resource Evaluation, and Soils Investigation

Task 3.0 Site Assessment & Alternatives Development

This task focuses on the identification and development of up to two site alternatives and includes the following tasks:

- Existing Conditions Plan: VHB will prepare an existing conditions plan using publicly available mapping that includes parcel boundaries, aerial imagery, mapped natural and cultural resources, and the State digital terrain model to generate 2-foot contours. VHB will field-verify on-the-ground features as necessary and add these to the existing conditions plan. VHB will also research easements or encumbrances on the 68 Sears Lane parcel and will include these on the existing conditions plan if applicable.
- Stakeholder Meeting: VHB will prepare for and facilitate a meeting with identified stakeholders to discuss the overall feasibility of a transit center and parking garage on the 68 Sears Lane parcel, and how best to integrate these uses with development plans for the 125 Lakeside Avenue parcel. In addition to the key stakeholders identified under Task 1.0 above, potential additional stakeholders include Green Mountain Transit, CATMA, UVM, UVM-MC, Champlain College, and other large employers. In addition to overall feasibility, the discussion will also cover potential bus capacity needs at the facility (e.g. number of bus berths, bus access & circulation, building needs, etc.) as well as a discussion of potential parking demand generated by the transit facility. The

recommendations from the *South End Neighborhood Transit Facility Feasibility Study's* findings and recommendations will provide baseline information for these discussions.

- Concept Development & Refinement: Following the Stakeholder Meeting, VHB will prepare conceptual site layout sketches for up to two alternatives. The conceptual sketches will address building placement, site programming, transit accommodations, vehicular and pedestrian circulation and access, and parking accommodations. VHB will prepare for and facilitate a follow-up project team working session to present the conceptual alternatives and discuss any modifications that may be needed. Following the team working session, VHB will revise the conceptual plans as needed based on project team feedback.
- Preliminary Water & Wastewater Assessment: VHB will estimate water and wastewater demands generated by the proposed development program to: 1) confirm that there is supply and treatment capacity to accommodate the estimated flow demands, and 2) investigate whether the existing water and sewer infrastructure proximate to the project site is sized adequately to accommodate the estimated demand.
- Preliminary Stormwater Assessment: Based on the identified site concepts, VHB will conduct a preliminary stormwater assessment to estimate treatment volumes, identify an appropriate stormwater management approach for the parcels, and estimate treatment area sizes.
- Conceptual Cost Estimate: VHB will coordinate with ReArch to develop a conceptual cost estimate for the preferred plan to include both anticipated site and building-related costs.
- Transit Funding & Feasibility Assessment: VHB will collaborate with Chris Cole to identify potential opportunities to enhance the feasibility of the transit center and parking garage and identify potential public funding sources for the transit facility.

Deliverables: Stakeholder Meeting Materials and Notes, Existing Conditions Plan, Draft and Final Concept Sketches (up to 2), Conceptual Cost Estimate

Task 4.0 Draft & Final Feasibility Study

VHB will prepare a draft Feasibility Study that will include a brief summary of the background investigations, alternatives evaluated, potential funding options, and the final conceptual site plans and cost estimates for review by the project team.

VHB will prepare a Final Feasibility Study Report that integrates project team input on the Draft Report.

Deliverables: Draft & Final Feasibility Study Report (PDF format)

Task 5.0 Public Engagement

VHB will prepare for and participate in up to six committee and/or public meetings during the course of the project. For scoping purposes, we have assumed the following approach to stakeholder and public outreach:

- Project Kick-off: Advisory Committee & Public Meeting
- Draft Concept Review: Advisory Committee & Public Meeting
- Final Plan Review: Advisory Committee & Public Meeting

Deliverables: Meeting materials, meeting notes

