

Bristol Town Administrator

From: Bristol Clerk
Sent: Friday, September 20, 2019 7:23 AM
To: bdaysense@comcast.net; joelbouvier@yahoo.com; mperlee@langrock.com; peeker@gmavt.net; pcoffey@gmavt.net
Cc: Bristol Town Administrator
Subject: FW: Bristol Street Lighting Project Coordination - Finance & Maintenance Agreement
Importance: High

Just so you all are aware. It sounds like this is something Valerie can deal with when she gets back, but wanted to keep you all in the loop.

Thank You,

Jen Myers
Town Clerk, Treasurer & Delinquent Tax Collector
Town of Bristol
PO Box 249
Bristol, VT 05443
802-453-2410

From: Kipp, Brandon <Brandon.Kipp@vermont.gov>
Sent: Thursday, September 19, 2019 2:30 PM
To: Bristol Clerk <clerk@bristolvt.org>
Cc: Dave Conger <dconger@dubois-king.com>; Chris Lathrop <clathrop@dubois-king.com>; Pappas, Nicholas <Nicholas.Pappas@vermont.gov>; Bristol Town Administrator <townadmin@bristolvt.org>
Subject: Bristol Street Lighting Project Coordination - Finance & Maintenance Agreement
Importance: High

Hi Jen,

It was nice speaking with you this afternoon.

I am writing this email to summarize the plan development schedule of the Vergennes/Bristol Class I paving project in coordination with the Bristol Sidewalk/Street Lighting project.

Currently, the Vergennes/Bristol Class I paving project and the Bristol Sidewalk/Street Lighting project is scheduled to be advertised on November 20th, 2019. With this advertisement date, the schedule is indicating these projects would have to be submitted by October 23rd, 2019 in order to be processed in time to be advertised for bids by November 20th.

The plan submittal on October 23rd, 2019 would also require a fully executed finance & maintenance agreement with the Town of Bristol which would define all of the non-participating (town funded) contact items associated with the Sidewalk/Street Lighting project. This agreement would also define which parties would be responsible for constructing and maintaining the street lighting and sidewalk. The agreement would also have cost estimate associated with non-participating work.

These finance & maintenance agreements can take 3-8 weeks process, depending on the responsiveness of the municipality and how fast the VTrans - Contract Admin Section can draft the agreement. The agreement would also have to be signed by the Town, VTrans attorney general and possibly the Secretary of Transportation.

Realizing that we're on a tight schedule, I am suggesting that the Town should request and receive an accurate set of street lighting plans and estimate by October 1st. The Town can review estimate (and plans) between October 1st and October 7th. If the Town is in agreement with the plans and estimate, I will initiate the draft finance & maintenance agreement on October 7th with the hope that the agreement is fully executed and signed by the anticipated submittal date on October 23rd. It is also important to note that the estimate and quantities associated with the sidewalk/lighting project cannot be modified after the finance & agreement is initiated.

Please don't hesitate to contact me directly if you like to discuss further or have any follow up questions.

Thank you,

Brandon

Brandon W. Kipp, P.E.
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