



CITY OF BURLINGTON
Open Call
Request for Qualifications: BTV NexT Project
City of Burlington, Vermont
Issued: Wednesday, June 13, 2025
Qualifications Due: Monday, July 14, 2025 3:00 PM EDT

[APPLY HERE](#)

I. PROJECT BACKGROUND:

The Patrick Leahy Burlington International Airport (Leahy BTV), in partnership with Burlington City Arts (BCA), invites artists and creative teams to submit portfolios and qualifications for the design and fabrication of architectural enhancements of one of three distinct spaces as part of the NexT Project—the latest and largest sustainable infrastructure development at Leahy BTV. This transformative project offers a unique opportunity to shape the design and vision for several spaces that will reflect the airport’s commitment to innovation, sustainability, and an exceptional passenger experience while unifying the space into the larger airport aesthetic. The over all project will create appropriately sized departure lounges to accommodate increasing passenger volume and larger aircraft and enhance traveler experience while positioning the airport for a future of growth and expansion. Each selected artist or creative team will work with the architectural design team and within their respective maximum budget and time frame to shape the aesthetic and functional identity of their assigned space within the airport.

Leahy BTV is Vermont’s largest airport and a department of the City of Burlington, serving over 1.3 million passengers, employees, and visitors. The Airport consistently presents a strong vision and prioritizes exceptional customer service through thoughtful design, integration of public art, and a program of rotating art exhibition spaces in partnership with Burlington City Arts (BCA). As the main gateway to Vermont, Leahy BTV reflects the region’s unique character and charm. With its traveler-focused design and commitment to innovation, the Airport is excited to integrate a creative approach to each room to complement and enhance passenger experience.

The selected artist or creative team will be responsible for the creation of architectural wall treatments in one of three separate spaces, in the newly renovated terminal expansion, including any aesthetic decorations that reflect or react to the thematic prompts detailed below. The selected recipient(s) will be responsible for developing an achievable proposal that can be

delivered in a condensed time frame and entering into a contract with the construction contractor. They will complete the surface finishing for each space and work with the airport team and the project architect to ensure that their designs blend seamlessly into the overall landscape of the airport and can be completed in the project window available.

Successful submissions will promote a sense of unity with the overall airport experience and may draw inspiration from views of the airfield and the green mountains beyond, the vibrant cultural heritage of the region, the airport's history and commitment to innovation, diverse community, environmental sustainability, and the stunning natural beauty that defines Burlington and Vermont.

This Open Call requests materials for qualifications, from which ten (10) finalist submissions will be awarded \$1000 to develop detailed proposals in response to the prompts outlined in §IV.

II. PROJECT BUDGET

The budget for the project is \$367,033, including \$10,000 for ten \$500 stipends and \$357,033 for the final selected artwork.

Room 225 | Opening Seating | \$132,050

Room 204 | Children's Area | \$105,092

Room 210 | Fireplace Room Opening Seating | \$119,891

III. SCOPE OF WORK:

The selected artist or creative team for the BTV NexT Project will work as a subcontractor for Engelberth Construction to fabricate, transport, and install a permanent site-specific architectural enhancement or wall treatment for one of three rooms within the BTV NexT Project. The rooms will have fully dry-walled and primed walls, and the selected project will be expected to complete the work as part of the overall construction schedule with a completion date of January 16, 2026 and within the maximum budget in cooperation with the construction team to deliver a completed vision that is integrated into the overall design of the project and all required construction needs and safety standards are met.

The selected artist or creative team will collaborate with the project contractor and architects to produce a finalized design that meets budget parameters. Projects will have an opportunity to refine and adapt their proposals during the initial planning stages to finalize their designs.

The artists or creative team will be responsible for finishing the wall treatments of one of three spaces. Priority will be given in the selection process to proposals that activate the entirety of available square footage; however, if a project doesn't engage all available wall space, they must finish it professionally e.g. paint all wall surfaces in an approved color.

Fireplace Room 210
Total Linear Feet: 175'

Wall Height (no ceiling): 18'-3"
Height to light fixtures: 12'-10"

Children's Play Area 204

Total Linear SF: 112'
Wall Height (to ceiling): 10'-1"

Open Seating 225 (north)

Total Linear Feet: 133'
Wall Height (no ceiling): 18'-6"
Height to light fixtures: 13'-1"

IV. PROPOSED SCHEDULE

1. June 13, 2025: RFQ opens
2. July 14, 2025: Qualifications due
3. July 25, 2025: Ten (10) selected finalists announced for Phase 2
4. July 30, 2025: Mandatory Pre-Proposal Conference Call for Finalists (estimated)
5. September 22, 2025: Final proposals due from 10 selected finalist (estimated)
6. Week of September 29, 2025: Proposal Interviews (estimated)
7. October 10, 2025: Final Selected Proposals notified (estimated)
8. January 16, 2026: Installation Completed

1) Qualifications Round, Materials Requested, Due July 14, 2025

- a) Project Application (through online portal) [HERE](#).
- b) Optional demographic questionnaire.
- c) Letter of interest outlining potential approaches to project, which may include conceptual direction, material preferences, preferred location (5,000 characters max).
- d) Outline of professional background and experience with relevant past creative installation work (narrative format, 3,000 characters **or** 1-page CV upload accepted).
- e) Link to digital portfolio **or** up to 8 images of past projects and description of the work, including concept, materials used, and project budget (1,000 characters max each image).

NOTE: Applicant(s) may choose to include a sketch of their concept in the qualification materials, but it is **not required**. Ten (10) finalist submissions will be awarded \$1000 each for detailed proposals that will include drawings.

2) Mandatory Pre-Proposal Conference Call for Finalists, July 30, 2025 (estimated)

Following the selection of the list of finalists, the project team will host a mandatory conference call via Zoom to provide the selected qualifications with additional information and instructions and be an opportunity for shortlisted finalists to ask questions.

3) Finalist Round, Materials Requested, Due September 22, 2025

The following materials may be submitted as part of a single PDF document. This may also be used as part of the interviews:

- a) Written proposal describing the design concept, per prompt described section V and information provided in the mandatory conference call.
- b) To-scale drawing(s) **or** a 3-dimensional digital rendering.
- c) Prospective renderings from multiple angles, if applicable.
- d) Description of special installation requirements.
- e) Description of a maintenance plan or recommendations for upkeep of the space.
- f) Detailed budget.

Finalists will give a Zoom-based presentation, followed by a Q&A session with the selection panel, during the week of Monday September 29, 2025 (estimated) per the schedule above. This presentation will be recorded.

V. RESPONSE PROMPTS:

Finalist proposals are encouraged to incorporate one or more of the following themes:

- **Regional Identity & Culture**
 - Develop a design concept that celebrates the unique character of Burlington, Vermont. Consider integrating elements that highlight the region's local history, diverse community, and vibrant culture.
- **Sustainability & Innovation**
 - The NexT Project is committed to sustainability and environmental responsibility. Consider how your concept can reflect Leahy BTV's dedication to innovation. Integration of eco-friendly materials, energy-efficient lighting, and other sustainable design practices.
- **Vermont's Natural Beauty**
 - Vermont's landscapes are renowned for their stunning natural beauty, from the Green Mountains to Lake Champlain. Create a design that draws inspiration from the state's natural surroundings and invokes a connection between travelers and the outdoors using design, light, and organic materials.

VI. SELECTION PROCESS

The selection process will take place in 2 phases:

Phase 1 consists of responses to this Open Call by the due date. Applicants will be reviewed by a Review Panel (PARP) which may be comprised of airport staff, community stakeholders, art and design professionals, and BTV NextT project team members. Up to 10 applicants will be selected to create and submit full proposals for Phase 2 per the schedule outlined above.

Phase 2 will request full proposals from applicants selected in Phase 1. Qualifications selected in Phase 1 will be required to participate in a mandatory conference call which will provide additional materials outlining submission requirements, draft construction plans, timeline, and criteria for selection will be provided and initial questions can be answered. Selected projects will be required to submit a proposal consisting of narrative text, engineerable plans and initial

design images, and a proposed budget that includes all cost estimates. The same PARP from Phase 1 will review all proposals. Phase 2 applicants will be required to give a Zoom presentation of their proposals to the PARP, which will be recorded. Phase 2 applicants will receive a \$1000 honorarium toward research, administrative, and logistical costs related to proposal development.

The final selected artists/creative teams will be required to enter into a contract with Engelberth Construction as a subcontractor. The final selected artists/creative teams will be required to work closely with the project team on further engagement and refinement of plans that can be engineered and executed to the unique requirements of an airport.

Questions related to any stage of this Open Call must be emailed to Colin Storrs at cstorrs@burlingtoncityarts.org.

Selection Criteria:

Criteria for Phase 1 selection will include:

- Quality of portfolio
- Skill sets offered by the artist/creative team in relation to project opportunities
- Professionalism of submission materials
- The artist/creative team's portfolio indicates that they will contribute to the goal of commissioning and promoting projects that are reflective of the region's local history, diverse community, and vibrant culture.
- Previous experience that demonstrates the ability of the artist/creative team to carry out a project within budget and on time
- Previous experience that demonstrates the ability of the artist/creative team to collaborate with professionals from other disciplines

Generally, criteria for Phase 2 selection will be based on creativity, artistic merit, and proposal appears actionable and archivable in the timeframe. Conceptual approach, technical proficiency, flexibility to work within a dynamic project schedule, appropriateness of budget, and relationship of the proposal to the proposed site will also be considered. Long-term maintenance, durability, and public safety concerns will also be major selection criteria, as well as ensuring that the proposed design engages as much of the available square footage as possible. The final selected project will endeavor to reflect the themes indicated in Section I and V.

VII. ELIGIBILITY

This Open Call is open to applications from those who reside in the United States and who can submit a W9. Regular employees of Leahy BTV, the Burlington Airport Commission, BCA and BCA Board members are not eligible to apply. Concepts will not be eligible that incorporate hate speech, hate symbols, or profanity.

In an effort to increase representation of the following communities, BCA strongly encourages submissions from those who identify as people of color, as LGBTQ, or with disabilities, and those who are veterans, immigrants, or low-income residents.

VIII. SUBMISSIONS

Proposals must be submitted by logging in or creating an account online at <https://burlingtoncityarts.awardsplatform.com>. Please contact Colin Storrs at cstorrs@burlingtoncityarts.org with technical questions or for accommodations.

Additional submission requirements are:

- Responses to this Request for Qualifications must be received per the schedule outlined on Page 3 to be considered.
- Applicants are solely responsible for ensuring that proposals arrive on time.
- Each applicant MUST provide their submittal electronically.
- Applicants will receive a confirmation email once their proposal is received.
- Faxed proposals WILL NOT be accepted.
- Late replies WILL NOT be considered.

IX. AGREEMENT REQUIREMENTS

The selected party will be required to execute a contract with Engelberth Construction on the terms and conditions required by the company.

X. LIMITATION OF LIABILITY

The City assumes no responsibility or liability for the response to this Open Call.

XI. COSTS ASSOCIATED WITH SUBMISSION

Any costs incurred by any person or entity in preparing, submitting, or presenting materials in response to this Open Call are the sole responsibility of that person or entity, including any requests for additional information or interviews. The City will not reimburse any person or entity for any costs incurred prior to the issuance of the Agreement, with the exception of the \$1000 stipends that will be paid to selected finalists to create proposals.

XII. INDEMNIFICATION

Any party responding to this Open Call or subsequent Request for Proposals is acting in an independent capacity and not as an officer or employee of the City. Any party responding to this Open Call will be required to indemnify, defend, and hold harmless the City, its officers, and employees from all liability and any claims, suits, expenses, losses, judgments, and damages arising as a result of the responding party's acts and/or omissions in or related to the response.

XIII. REJECTION OF PROPOSALS

The City reserves the right to reject any or all proposals, or to award the contract to the proposals that the City deems will meet its best interests. The City reserves the right to re-advertise for additional proposals and to extend the deadline for submission of the proposals. This Open Call or subsequent Request for Proposals in no way obligates the City to award a contract.

XIV. OWNERSHIP OF DOCUMENTS

Any materials submitted to the City in response to this Open Call or subsequent Request for Proposals shall become the property of the City unless another arrangement is made by written agreement between the City and the responding party. The responding party may retain copies of the original documents.

XV. DUTY TO INFORM CITY OF BID DOCUMENT ERRORS

If a bidder knows, suspects, or has reasonable cause to believe, that an error or omission exists in any bid documents, including but not limited to unit prices and rate calculations, the bidder shall immediately give the City written notice thereof. A contractor shall not cause or permit any work to be conducted that may be related to the error or omission without first receiving written acknowledgment from the City that City representatives understand the possible error or omission and have approved the requested modifications to the bid or contract documents or that the contractor may proceed without any modification being made to the bid or contract documents.

XVI. PUBLIC RECORDS

Any and all records submitted to the City, whether electronic, paper, or otherwise recorded, are subject to the Vermont Public Records Act. The determination of how those records must be handled is solely within the purview of City. All records the responding party considers to be trade secrets, as that term is defined by subsection 317(c)(9) of the Vermont Public Records Act, or that the responding party otherwise seeks to have the City consider as exempt must be identified clearly and specifically at the time of submission. It is not sufficient to merely state generally that a proposal is proprietary, contains a trade secret, or is otherwise exempt. Particular records, pages, and sections which are believed to be exempt must be specifically identified as such and must be separated from other records with a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 317 of Title 1 of the Vermont Statutes Annotated.

XVII. PUBLIC HEALTH EMERGENCIES

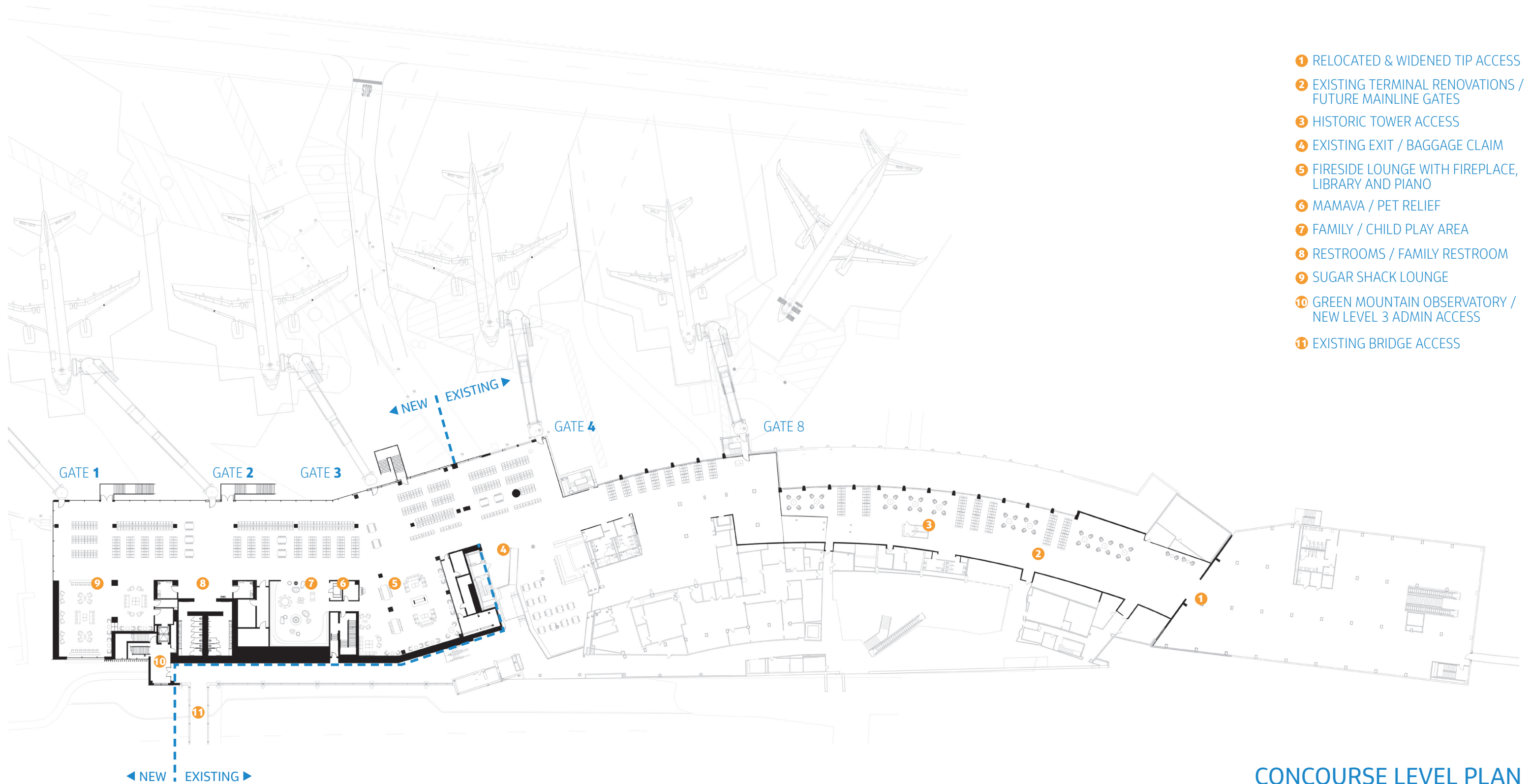
Bidders are advised that public health emergencies, as declared by the City, the State of Vermont, or the Federal Government, including COVID–19, may introduce significant uncertainty into the project, including disruption of timelines or revised practices. Bidders shall consider public health emergencies as they develop project schedules and advance the work.

The City will retain the right to inspect all work to ensure compliance with health and safety standards, and may at any time require the Bidder to stop work because of the emergency.

If a public health emergency is declared, the City will not be responsible for any delays related to the sequence of operations or any expenses or losses incurred as a result of any delays. Any delays related to public emergencies, including the current pandemic of Novel Coronavirus (COVID-19), will be excusable but will not be compensable.

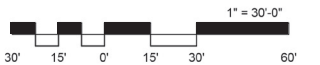
XVIII. ATTACHMENTS

1. Attachment A: Design Concept

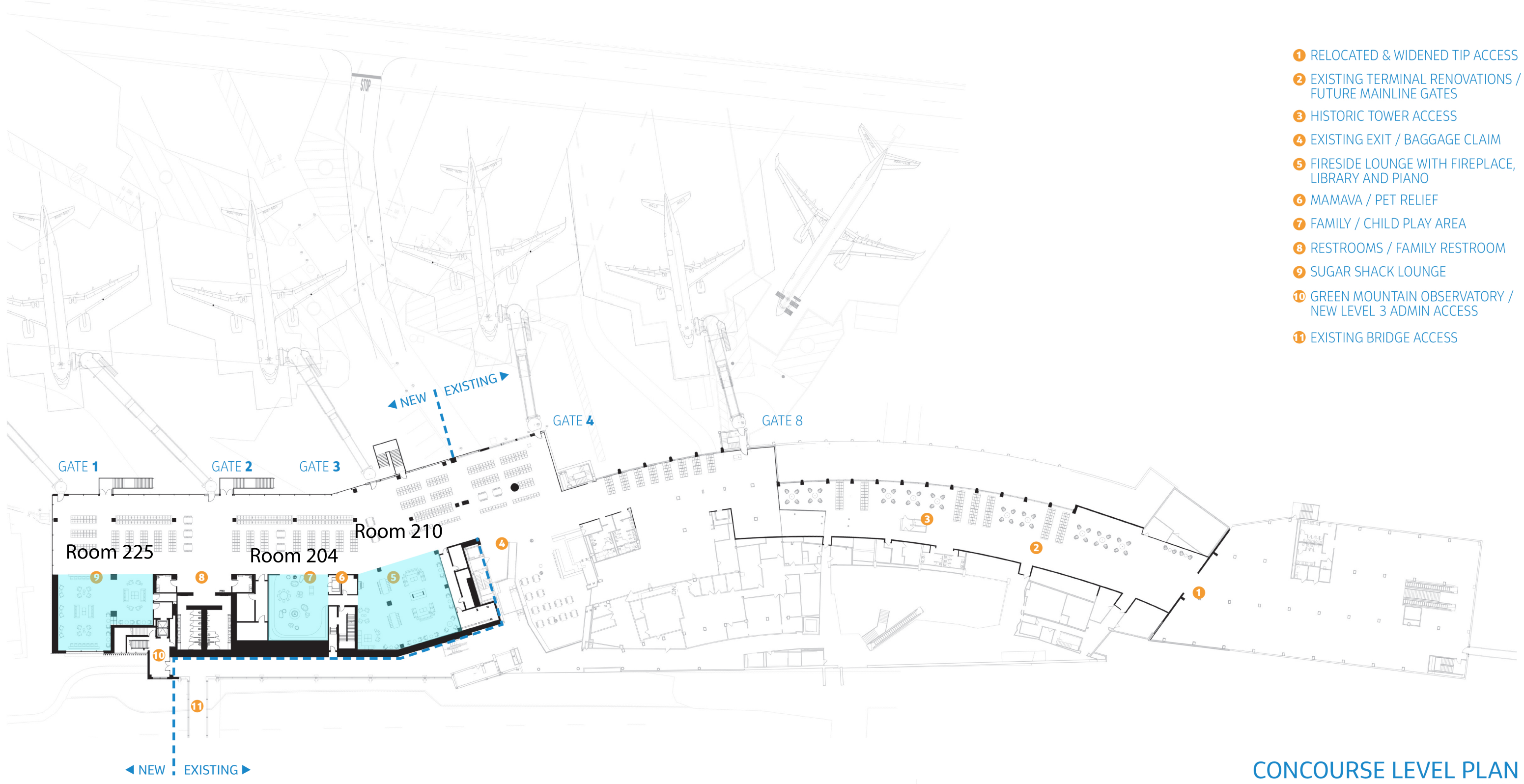


- 1 RELOCATED & WIDENED TIP ACCESS
- 2 EXISTING TERMINAL RENOVATIONS / FUTURE MAINLINE GATES
- 3 HISTORIC TOWER ACCESS
- 4 EXISTING EXIT / BAGGAGE CLAIM
- 5 FIRESIDE LOUNGE WITH FIREPLACE, LIBRARY AND PIANO
- 6 MAMAVA / PET RELIEF
- 7 FAMILY / CHILD PLAY AREA
- 8 RESTROOMS / FAMILY RESTROOM
- 9 SUGAR SHACK LOUNGE
- 10 GREEN MOUNTAIN OBSERVATORY / NEW LEVEL 3 ADMIN ACCESS
- 11 EXISTING BRIDGE ACCESS

CONCOURSE LEVEL PLAN



- 1 RELOCATED & WIDENED TIP ACCESS
- 2 EXISTING TERMINAL RENOVATIONS / FUTURE MAINLINE GATES
- 3 HISTORIC TOWER ACCESS
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CONCOURSE LEVEL PLAN

1" = 30'-0"

30' 15' 0' 15' 30' 60'



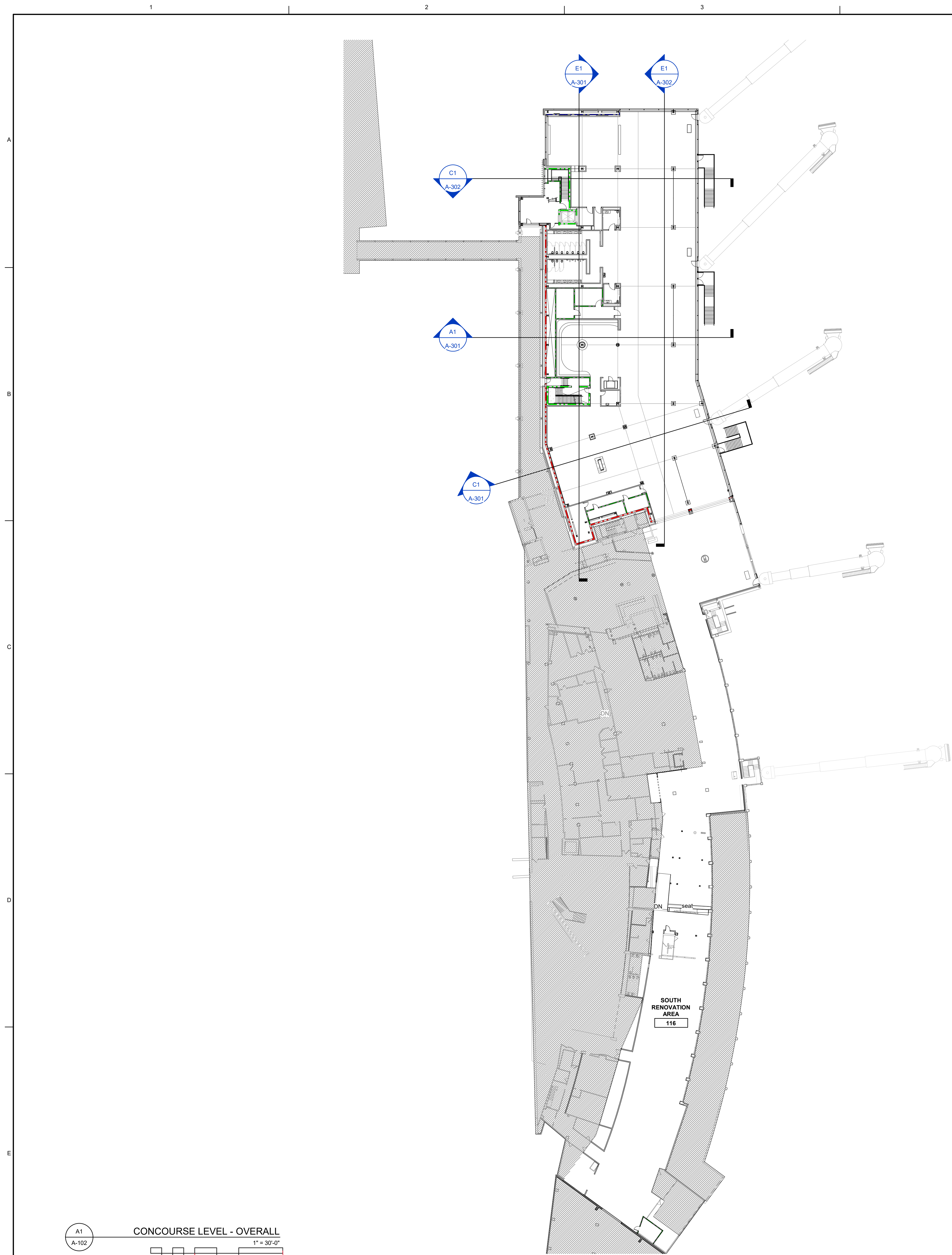












GENERAL NOTES

- EQUIPMENT AND DEVICES ARE SHOWN FOR COORDINATION PURPOSES ONLY. REFER TO EACH DISCIPLINE FOR DETAILS AND SCHEDULES.
- FOR EXTERIOR WALL, FOUNDATION WALL, FLOOR, ROOF, AND SOFFIT ASSEMBLIES. REFER TO SHEET A-003.
- ALL EXTERIOR WALL DIMENSIONS ARE TO EXTERIOR FINISH FACE OF CMU OR MASONRY UNLESS NOTED OTHERWISE.
- FOR INTERIOR STOREFRONT, CURTAINWALL, AND GLAZING TYPES REFER TO SHEET A-004.
- FOR ALL INTERIOR PARTITIONS REFER TO SHEET A-005.
- ALL INTERIOR DIMENSIONS ARE TO FACE OF GYPSUM BOARD, UNLESS OTHERWISE NOTED.
- EXISTING CONSTRUCTION IS REPRESENTED IN HALFTONE.
- NEW CONSTRUCTION IS REPRESENTED IN BLACK.
- REFER TO ROOF DETAILS, SPECIFICATIONS, AND MANUFACTURER INFORMATION FOR ADDITIONAL INFORMATION ON ROOF PENETRATIONS.
- REFER TO SHEET A-002 FOR FIXTURE AND ACCESSORY MOUNTING DIMENSIONS.
- DOORS TO BE INSTALLED 4" OFF FACE OF ADJACENT WALL, UNLESS OTHERWISE NOTED.
- ALL FLOOR INFILL OR PENETRATIONS TO MAINTAIN 2 HOUR FLOOR SEPARATION.
- THESE DRAWINGS CONTAIN ESSENTIAL COLOR-CODED INFORMATION. IT IS CRITICAL THAT THEY BE REVIEWED AND USED IN COLOR. PRINTING OR VIEWING THESE DRAWINGS IN BLACK AND WHITE MAY RESULT IN THE LOSS OF CRUCIAL DETAILS AND COULD LEAD TO MISINTERPRETATION OR ERRORS IN CONSTRUCTION. PLEASE ENSURE THAT ALL PARTIES INVOLVED HAVE ACCESS TO AND USE COLOR VERSIONS OF THESE DRAWINGS.

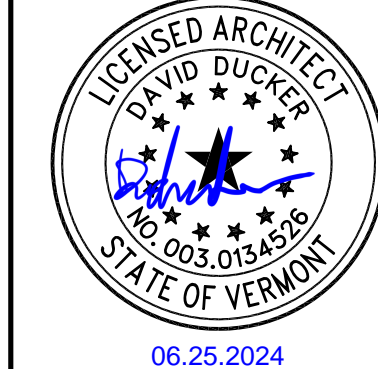
Jacobs

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TANNER**

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DESIGNER OF RECORD



APPROVAL		REVISION	DATE	DESIGN	AUTHOR	CHECKER	APPROVER
NO.	DATE						
1	06.25.24	ISSUED FOR CONSTRUCTION					

BTV
PATRICK LEAHY
BURLINGTON
INTERNATIONAL AIRPORT

1200 AIRPORT DRIVE
SOUTH BURLINGTON, VT 05403

Project Title:
BTV PROJECT NEXT

Drawing Title:
OVERALL PLAN - CONCOURSE
LEVEL

Date: 06.25.24

Proj. No.: E2X81910

Drawing No.: A-102

