

TOWN OF VERNON, CT



**Request for Qualifications and Proposals
1064 – 07/01/2015**

**Transportation and Connectivity Study
of the former
AMERBELLE MILL COMPLEX**

104 East Main Street
5 Brooklyn Street
98 East Main Street

INTRODUCTION

The Town of Vernon is seeking statements of qualifications and proposals for the provision of a transportation and connectivity study centered on the former Amerbelle Mill and Daniel's Mill complexes located at the intersection of East Main (State Route 74) & Grove (State Route 31) streets in the Rockville section of Vernon, Connecticut. Brooklyn Street bisects the site. Parcel addresses are as follows: 104 East Main Street, 5 Brooklyn Street, and 98 East Main Street.

The State of Connecticut Department of Economic Development has provided funding for this study through a Historic Brownfield Revitalization Program grant.

PROPOSED REDEVELOPMENT

Proposals for redevelopment of this site include the construction of an office development for 1000 employees, including a standalone-parking garage on site. The town wishes to adequately plan for the future redevelopment of this site in terms of both the impact of a new major traffic generator, the increased traffic flow in and around this site, and its connectivity to both the downtown area of Vernon and the wider Vernon/Rockville area. The Town of Vernon wishes to encourage a development that provides an environment inviting to the pedestrian and suitable for multiple means of transportation. Candidates for this project must exhibit an understanding of engineered solutions that mitigate existing and projected motor vehicle volumes in the Town of Vernon without encouraging increased travel speeds or inadvertently promoting substantial increases in traffic volumes.

QUALIFICATION REQUIREMENTS FOR RESPONDENTS

The Town of Vernon will accept qualifications and proposals from firms experienced in transportation planning, land use planning, traffic engineering, access management and landscape architecture.

Respondents must be licensed and/or certified in the State of Connecticut, and be in good standing to perform such services.

In order to be considered for consulting work pursuant to this request firms must also include the following items in their submission:

1. A Proposed Scope of Work.
2. The qualifications and experience (on similar projects) of personnel that are to be assigned to the project team.

3. The ability to provide said services within the proposed project schedule and time constraints (*Draft deliverables due on or before August 15, 2015, for review by the Town. Final reporting deliverables due September 1, 2015.*)
4. The firm's awareness of potential projects issues, opportunities and constraints.
5. Quality and performance of past services.
6. Hourly fees and expense schedule.
7. Professional references.
8. A fee proposal corresponding to the scope of work stated from item 1 above.

All respondents should provide three (3) hard copies of proposals and one (1) electronic copy which should be submitted in a sealed envelope, clearly marked "**BID DOCUMENT – RFQ/RFP #1064 – 07/01/2015 Amerbelle Transportation and Connectivity Study**" on the outside of the envelop, to:

Town of Vernon
Mr. John D. Ward, Town Administrator
14 Park Place, 3rd Floor, Vernon CT 06066

by 3:00 pm on 07/01/2015 at which time proposals shall be opened and read aloud publically.
Emailed or faxed bids will not be accepted.

Qualifications will be reviewed by the town's Selection Committee. Interviews may be required. The selected firm must meet all municipal, state and federal AA and EEO practices and requirements. MBEs/WBEs/SBEs are encouraged to apply. The Town reserves the right to reject any or all applications in whole or in part, to award any one service or group of services or all services, to negotiate with any or all companies submitting qualifications, and to enter into an agreement with any company for any services mentioned in this RFQ/RFP if it is deemed to be in the best interest of the Town.

All questions about the proposals should be directed to Shaun Gately, Economic Development Coordinator, by e-mail at sgately@vernon-ct.gov with copies John D. Ward, Town Administrator, by e-mail at jward@vernon-ct.gov, not later than 5:00 PM, Friday, June 26, 2015. Answers to all so received questions shall be posted by 5:00 PM, Monday, June 29, 2015 on the Town's website under the bid section at <http://www.vernonct.gov/legal-notice> with reference to RFQ/P #1064 - 07/01/2015.

CONFIDENTIALITY

The Town of Vernon is subject to the requirements of the Freedom of Information Act. If a respondent believes the information contained in its qualifications should be treated as

confidential, that material shall be clearly marked. The Town shall endeavor to protect confidential materials from disclosure to non-Town employees or contractors to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of a response to this RFQ/RFP.

OBJECTIVES/ DELIVERABLES

- The following tasks are to be provided first in “draft form” for review by the town, and are due on or before August 15, 2015. Final reporting deliverables are due September 1, 2015.

The project is expected to be broken into five (5) tasks, summarized as follows:

- Task 1:** Data Collection and Evaluation
- Task 2:** Assessment of Existing Conditions
- Task 3:** Assessment of Future Conditions
- Task 4:** Identification and Analysis of Alternatives
- Task 5:** Development a Traffic Improvement, Development Management Plan and Conceptual Design Plan for Paper Mill Pond Pedestrian Route.

Respondents are expected to perform and/or provide or the following completed tasks associated with this RFQ/RFP. Tasks are summarized below:

TASK 1 - DATA COLLECTION AND EVALUATION

- **Transportation:** Analyze previous reports, signal plans, commuter bus services, park and ride lots, average daily traffic volume data, speed data, turning movement data, field reconnaissance.
- **Pedestrian and Bicycle:** Evaluate existing sidewalks, bicycle facilities, and trails.
- Provide Data Collection and Evaluation report to town.

TASK 2 - ASSESSMENT OF EXISTING CONDITIONS

- **Roadway and Traffic:** Operational Analysis (AM/PM Peak hour analyses, Queuing Analysis), Safety Analysis (Accident Analysis, Roadway and Geometric Conditions Review), Access Management Analysis, Identification of Deficiencies and Opportunities.
- **Pedestrian and Bicycle:** Identify System Gaps, deficiencies and connectivity opportunities.
- Provide Assessment of Existing Conditions report to town.

TASK 3 - ASSESSMENT OF FUTURE CONDITIONS

- **Produce Traffic Forecasts** for 2030 baseline or 'do nothing' scenario and developed scenarios.
- **Traffic operations analyses** (baseline and developed scenarios), Evaluate AM/PM Peak hour analysis, queuing analysis.
- **Provide Assessment of Future Conditions report to town.**

Task 4 - IDENTIFICATION AND ANALYSIS OF ALTERNATIVES

- Assess and refine alternatives for priority areas/issues such as access management, intersection improvements, safety improvements, roadway realignment, new construction/widening, traffic calming, landscape treatments, improvements to bus stop locations, bike lanes, connectivity to trail system and potential amenities such as bike racks or bus shelters.
- Development of photo simulations and/or sketch renderings (in hard and electronic copy)
- Identification and analysis of proposed pedestrian/bike route along Paper Mill Pond between Amerbelle Mill (104 East Main Street) and Loom City Lofts (215 East Main Street), via 19 Grove Street.
- Review of Town of Vernon Plan of Conservation and Development for conformity and consistency.

Task 5 - DEVELOPMENT OF TRAFFIC IMPROVEMENT AND MANAGEMENT PLAN AND CONCEPTUAL DESIGN PLAN FOR PAPER MILL POND PEDESTRIAN ROUTE.

- Develop a short and long-term plan and Executive Summary. Engineering of preferred alternatives, visualization via photo imaging or renderings.
- Provide Construction review, and projected construction cost estimates

Study Deliverables

Technical memorandums/reports will be required at the completion of each of the above mentioned tasks. Improvement implementation plans will be prepared which will include potential traffic circulation / safety improvements, access management concepts (i.e. curb cut consolidation, intersection improvements), potential environmental impacts of recommended alternatives, potential development opportunities and access points, conceptual design for Paper Mill Pond Pedestrian Route and cost estimates.

A 'draft' of the final Plan and Executive Summary will be deliverable on or before August 15, 2015. Finalized reporting deliverables are due to town by September 1, 2015.