

TOWN OF VERNON, CT



Request for Qualifications - #2052

***Design Services related to
Rockville Community Connectivity, Complete Streets,
and Multi-use Trail Project***

Deadline: August 6, 2019 at 11:00 am

STATEMENT OF PURPOSE

The Town of Vernon is seeking statements of qualifications for Design Services from qualified consultant/firms experienced in the CT Department of Transportation (CT DOT) Complete Streets initiative, roadway improvements, and park and trail development. The consulting firm will develop plans and specifications for several separate but related initiatives that improve access for pedestrians and cyclists in the Rockville Center area as well as improve accessibility and interconnectivity to existing trails in the area. The project includes four components that may be implemented individually or collectively. Design Services are requested to:

1. Prepare detailed plans, specifications and cost opinions suitable for securing various Local and State approvals. These will also be used to secure bids from local and regional contractors for each of the major elements. The selected firm shall work with the Project Team to identify and prioritize tasks that most closely align with the different funding requirements. The selected firm may be asked to assist in the Contractor Selection process, Construction Administration and Inspection.
2. Provide a master plan that includes each component while preserving the unique objectives of the original grant applications. The Master Plan shall include elements of the Hockanum River Linear Park Master Plan as appropriate and will serve as a guide for the Town to complete each task independently or collectively as funds permit; and
3. Identify and incorporate additional existing trails/open spaces where the four (4) planned components outlined below can connect.

COMPONENT 1

Rockville Center Connectivity – The Town of Vernon has been awarded \$400,000 through the Community Connectivity Grant Program (CCGP) administered by the CT DOT for construction costs associated with Vernon’s 2017 Application and a 2016 Road Safety Audit. The project will emphasize improvements for pedestrian and bicycle access, including signage and markings, ADA improvements, and roadway alignments to further this goal. The grant application and Road Safety Audit area available on the Town of Vernon website at www.vernon-ct.gov for further review.

COMPONENT 2

Rockville Center Complete Streets and Multi-use Trail – The Town of Vernon is seeking additional funding from the Local Transportation Capital Improvement Program (LOTICIP) Capital Region Council of Governments for LOTICIP solicitation for construction costs associated with linking the existing Rails to Trails network through Rockville and continuing to the Tolland/Vernon Town Line. Improvements will likely include directional and informational signage, pavement markings, trail construction and other improvements contained in the 2016 Roadway Safety Audit. This linkage of the existing trail system to the Town of Tolland is a key element of the Hockanum River Linear Park (HRLP) Master Plan. The grant application and the HRLP Master Plan are available on the Town of Vernon Website for further review.

COMPONENT 3

19 Grove Street / Papermill Pond Park – the third element of this project is the development of a public park along the southerly edge of Papermill Pond (also known as the Hockanum River). Funding sources for this portion of the project have not yet been identified, but design services are requested to detail access, parking, landscaping/lighting and security features. Also a key feature of the HRLP Master Plan, the selected consultant/firm will help define the scope of these improvements and provide three (3) preliminary approaches and opinion on probable costs to be considered by the design committee, before developing final plans, specification and a project budget.

COMPONENT 4

Vernon Avenue Pedestrian Bridge or Trail Adjustment – final element of this project is to provide plans and specifications for the construction of abutments along Vernon Avenue which will be suitable to support a prefabricated pedestrian/cyclist bridge linking the two existing trolley grades that make up the Rockville spur of the Rails to Trails network or to provide an alternate realignment/grading of the trail approach for safe access by trail users.

QUALIFICATION SPECIFICATIONS

The Town of Vernon will accept qualification statements and letters of interest from firms with strong expertise in Community Planning, Civil Engineering, Land Surveying, Landscape Architecture. Familiarity with the Connecticut Department of Transportation Community Connectivity Grant Program and/or LOTCIP requirements is desirable. Statements of Qualifications should include at a minimum the Resumes of Key Personnel to be assigned to the project, a List of Subcontractors to be used to supplement the firm's core staff, and detailed Work Experience on similar projects during the last 5 years.

Respondents must be licensed in the State of Connecticut, and be in good standing to perform such services. All respondents should provide three (3) hard copies and one (1) digital copy of their Statement of Qualifications. All submissions shall be provided in a sealed envelope, clearly marked on the outside of the envelope:

***“Request for Qualifications - #2052
Design Services Related To Rockville Community Connectivity,
Complete Streets, and Multi-use Trail Project”***

Submit Proposals no later than 11:00 am on 8/6/2019 to:

**Town of Vernon
Mr. Michael Purcaro, Town Administrator,
Memorial Building
14 Park Place, 3rd Floor, Vernon CT 06066**

Emailed, faxed or late submissions will not be accepted.

Qualifications will be reviewed by the town's Selection Committee and a short list of firms will be developed for interviews. 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 if it is deemed to be in the best interest of the Town.

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.

QUESTIONS

All questions about the request for qualifications should be emailed to David A. Smith, Town Engineer, at dsmith@vernon-ct.gov no later than 5:00 pm, Wednesday, July 31, 2019. Answers to all so received questions shall be posted by 1:00 pm on Friday, August 2, 2019 on the CT Department of Administrative Services website, and the Town's website at <http://www.vernon-ct.gov/legal-notice> with reference to RFQ #2052 dated August 6, 2019.