

REQUEST FOR QUALIFICATIONS/PROPOSALS
City of New Britain
Brownfields Area-Wide Revitalization Planning Grant

The City of New Britain has received a Brownfields Area-Wide Revitalization (BAR) planning grant from the State of Connecticut DECD for detailed site planning, environmental analyses, and preparation of a Master Redevelopment Plan in the vicinity of the East Main Street CTfastrak station connection to the New Britain-Hartford Busway.

The City of New Britain, acting through the Department of Municipal Development, is in need of services from a team of qualified Professional Consultants to conduct planning, engineering, design and environmental studies to achieve the following project goals:

- Catalyze revitalization of East Main Street TOD neighborhood with mixed-income housing
- Achieve longstanding City objectives for planning of the relocation of the Department of Public Works facility and realignment of East Main/ Newington Ave.
- Continue active engagement of TOD planning stakeholders
- Capitalize on CTfastrak investment in neighborhood
- Leverage ongoing State planning support from DECD, OPM and DOT.

Project Area

The BAR Project Area is generally bounded by Stanley Street on the west, Smalley Street on the north, East Street on the east and Dwight Street on the south. The attached map identifies the area and key properties for the study. The Area is coterminous for the most part with an Incentive Housing Zone which calls for mixed-uses with medium-to high-density. Existing uses consist of a mixture of industrial, commercial/retail, and multi-family residential.

This project is for the extension and expansion of the City’s downtown redevelopment efforts into the adjacent Bus Rapid Transit corridor, which is targeted for economic growth potential due to its proximity to the CTfastrak and State Highways. However, like the downtown area, this area is plagued with brownfields sites due to historic uses and their potential to have contaminated the sites. Seven key parcels are targeted under this project:

Brownfields Properties within Project Area			
Address	Current Owner	Current Use	Status
777 Stanley St.	Guida-Seibert Dairy Co.	Vehicle storage	The property is underutilized with primary use for the storage of trucks. The owner has multiple locations in the City that it can use to consolidate operations and free this land up for redevelopment that promotes economic growth in the area.
24 Dwight St.	Guida-Seibert Dairy Co.		
42 Dwight St.	Guida-Seibert Dairy Co.		
24 Dwight Ct.	Household Coal & Oil Co. of New Britain Inc.	Vacant	This property has been vacant for many years, a sign of neighborhood and economic degradation.
270 Fairview St.	Fairview Realty LLC.	Vacant	This property recently vacated over the last year, a sign of neighborhood and economic degradation. The last owner used it as an auto repair shop. In the distant past it was used as a lumber yard.

4 Woodland St.	GHT Associates LLC.	Vacant	This property recently vacated over the last year, a sign of neighborhood and economic degradation.
55 and 70 Harvard St.	City of New Britain	Department of Public Works	The City is planning to relocate the DPW facility, which would allow for roadway realignment and redevelopment consistent with the vision for this area.

Most of the sites had coal and fuel storage at some point in time and some had fuel tanks. The Guida site also had a railroad through the middle of the property, and most of the sites used the rail for materials receipt. These historic uses and the presence of the rail may have led to contamination at these properties, making the properties undesirable for resale and future redevelopment.

The Harvard St. DPW facility is across the street from the East Main St. *CTfastrak* station. It is anticipated that the DPW facility will be relocated in the near future. When the property is cleared, the northern edge of the property will be used to construct a realigned section of East Main Street, which is State Rt. 174, and a new intersection at East Street at the entrance to Newington Avenue, so that State Rt. 174 here will become an undeviated route.

Scope of Services

The Scope of Services is anticipated to include:

1. Review of the TOD Plan (ongoing) being done by others for the area and coordination of activities. This and previous planning efforts envision the realignment of the East Main St./East St. /Newington Ave. intersection to improve traffic circulation, create parking to service the CTfastrak station, open additional land for mixed-use development and facilitate mixed-use development in the area, especially on the current brownfields properties.
2. Phase I Environmental Assessments for seven key parcels and Phase II Environmental Assessment for the DPW Facility.
3. Analysis of the infrastructural improvements recommended in the TOD Plan including analysis of the economic and environmental feasibility of relocation of the DPW and realignment of the road and intersection of East Main St./East St./Newington Ave.
4. Preparation of preliminary engineering assessments including budgets for construction of the road and intersection realignment, analysis and recommendations for revised traffic patterns and signalization, and engineering assessments including budgets for at least three alternative sites for the DPW.
5. Identification of impediments to implementation of the TOD plan, including due diligence for site acquisition, legal analysis of environmental liabilities, estimated costs for site remediation, and identifying sources of financial assistance.
6. Community Outreach to involve residents and stakeholders throughout the planning process.
7. Master Redevelopment Plan that: identifies revisions to the TOD Conceptual Plan deemed necessary from the analysis and identification of impediments and shown in detailed concept plans and drawings; determines where major investments are required; includes detailed implementation strategies regarding property assemblage/transfers, brownfields remediation, infrastructure improvements, financing and marketing to make key sites development ready; and achieves consensus of the neighborhood stakeholders with the State and City officials and staff.

The scope of environmental investigations and reports must conform to the applicable Department of Energy and Environmental Protection laws and regulations and the applicable American Standards for Testing Materials document standards.

The Consulting Team selected will need to possess the professional expertise to deliver the above tasks. It is anticipated that work will begin by June 2016 and be completed by December 2017.

Statement of Qualifications/Proposal

Statements of Qualifications/Proposal in response to this RFQ/RFP must include the following:

- A current Federal Form SF330 (or substitute) that lists the Lead Firm and all sub-consultants in the Team and provides resumes of key personnel and qualifications by discipline.
- The Firm's scope and approach to the project by providing a clear, complete statement of work that demonstrates an understanding of all tasks to be accomplished.
- The Firm's understanding and knowledge of Federal, State and City procedures and policies.
- Contact information for not less than three high quality professional references.
- Current team/Company brochures that includes a list of similar high quality projects that the Team has completed including performance related to completing the project on schedule and within budget.
- A listing of jobs/projects currently under contract.
- A listing of any actions taken by any regulatory agency or litigation involving the Team/Sub-consultants or its agents or employees with respect to any work performed.
- All insurances that the Firm has that would be applicable to the work (see Minimum Insurance requirements under Attachments).
- Man-hour estimates for relevant tasks with hourly rates and fee schedule for work identified in the Scope of Services.

The City of New Britain is an Affirmative Action/Equal Opportunity Employer. Minority/Women's/Small Business Enterprises are encouraged to apply Qualification as a minority-or women-owned enterprise, if applicable, should be certified.

Funding for this project is provided by the State of Connecticut, Department of Economic and Community Development BAR Planning Grant All General Grant conditions apply.

Proposals (3 copies) should be submitted by no later than May 11, 2016, to:

Mr. Kenneth A. Malinowski
City of New Britain Department of Municipal Development
27 West Main Street, Rm 311
New Britain, CT 06051
(860) 826-3330

All questions shall be directed to kmalinowski@newbritainct.gov. Deadline for questions is April 26, 2016. Answers to all questions will be posted on the City's website at www.newbritainct.gov by April 29, 2016.

Selection Criteria

The City will develop a short list of teams based on the below selection criteria. Teams will be given an advance notice (of at least one week) and will have to be represented by key members responsible for successful implementation of the project.

Selection of a firm will be based upon the following criteria:

- Responsiveness of the Statement of Qualifications to the purpose and scope of the project.
- Reputation and professional qualifications of the specific individuals assigned to complete the job.
- Experience in similar work.
- Cost estimates and fee schedule.
- Quality of the Proposal and Project Plan.

Evaluation and subsequent selection of a firm shall consider the overall ranking of the Team and the fairness and reasonableness of the proposed fee. If there is significant disparity among the fee proposals, the City shall request each team to substantiate their fee proposal during the interview to ensure that the Scope of Work is clear and understood by all teams.

All submittals to this RFQ/RFP will become the property of the City. Teams will have to agree that the proposal will remain valid for 90 days, after the closing date of the submission and may be extended beyond that time by mutual agreement. The City may amend or cancel this RFQ/RFP, prior to the due date and time. All notices will be published on the City's website. The City reserves the right to reject any or all bids.

Attachments

Standard Form 330 - An editable version of this form can be downloaded from:
www.gsa.gov/portal/forms/download/116486

Minimum Insurance Requirements

The selected Vendor shall agree to maintain in force at all times during which services are to be performed the following coverage's placed with company(ies) licensed by the State of Connecticut which have at least an "A-" VIII policyholders rating according to Best Publication's latest edition Key Rating Guide.

		(Minimum Limits)
General Liability*	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
Auto Liability*	Combined Single Limit	
	Each Accident	\$1,000,000
Umbrella* (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Professional Liability	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000

* "The City of New Britain and Consolidated School District and the State of Connecticut" shall be named as "Additional Insured". Coverage is to be provided on a primary, noncontributory basis.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Workers' Compensation and WC Statutory Limits

Employers' Liability	EL Each Accident	\$500,000
	EL Disease Each Employ	\$500,000
	EL Disease Policy Limit	\$500,000

Original, completed Certificates of Insurance must be presented to the Purchasing Agent prior to purchase order/contract issuance. Vendor agrees to provide replacement/renewal certificates at least 60 days prior to the expiration of the policy. Should any of the above described policies be cancelled before the expiration date, written notice must be made to the City 30 days prior to cancellation.

The Vendor shall agree to submit proof of the following coverage's placed with company(ies) licensed by the State of Connecticut which have at least an "A-" VIII policyholders' rating according to Best Publication's latest edition Key Rating Guide. In addition, all Carriers are subject to approval by the City of New Britain.

The Vendor shall also agree to name the City and the State as Additional Insured on all Insurance Policies except Workers Compensation and to provide a Waiver of Subrogation on all Insurance Policies.

Project Area Map

