

REQUEST FOR QUALIFICATIONS (RFQ)
**On-Call Professional and Technical Services for the Planning &
Zoning Commission (PZC)**
Town of Mansfield, Connecticut

The Town of Mansfield Planning and Zoning Commission (PZC) is soliciting qualifications from qualified environmental science, planning, engineering and landscape architecture firms to provide “On-Call” professional and technical assistance on an as-needed basis to assist the PZC in review and evaluation of development applications. Additional details are provided in the RFQ, which is available at <http://www.mansfieldct.gov/bids.aspx>.

If you are interested in providing the required services, please note that bids must be submitted through our online, secure E-Procurement Portal: <https://mansfieldct.bonfirehub.com/portal/?tab=openOpportunities> under the bid title “On-Call Professional & Technical Services for the Planning and Zoning Commission”. Please upload one (1) copy of all required bid documentation. Qualifications and proposals will be accepted until **Wednesday, April 6, 2022 at 4:30 p.m. local time**. Proposals received after that time will not be considered.

Bidders will be required to create a Bonfire profile before uploading their bid. Step-by-step instructions on how to register as a vendor are available at this website: <https://mansfieldct.bonfirehub.com/portal/?tab=login>. Each Proposal will be reviewed for completeness and clarity according to the above criteria. Interviews are expected to be held the week of April 25, 2022.

The Town may or may not negotiate the fee schedule with one or more offers. The Town reserves the right to reject any and/or all proposals. The contract is tentatively scheduled to be awarded by the Town by May 2, 2022.

The Town of Mansfield hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation, and they will not be discriminated against on the grounds of race, color, national origin or sex, in consideration for an award.

**An Affirmative Action/Equal Opportunity Employer. Minority/Women Business Enterprises
are encouraged to apply.**

To be Published: March 11, 2022