



TOWN OF MANSFIELD, CONNECTICUT
REQUEST FOR QUALIFICATIONS (RFQ)

Impact Analysis of Next Generation Connecticut Initiative

SUBMISSION DEADLINE: Friday, May 30, 2014 by 12:00 PM

SUBMISSION CONTACT INFORMATION:

Mr. Matthew W. Hart
Town Manager
Town of Mansfield
4 South Eagleville Road
Mansfield, Connecticut 06268-2599
(860) 429-3336 x5

TownMngr@mansfieldct.org

Proposals will be accepted in electronic format only, preferably in a PDF version

Purpose

The Town of Mansfield is seeking submittals to conduct an analysis of potential economic and municipal service benefits and impacts related to the implementation of the University of Connecticut's *Next Generation Connecticut Initiative* or *NextGenCT*. The Town will conduct the analysis in consultation and collaboration with the University administration and staff. *NextGenCT*, a ten-year plan to build UCONN's capacity as a center for science, technology, engineering and mathematics (STEM), is expected to enhance the University's mission as an educational institution, and to promote job creation and otherwise stimulate the local and state economy. The Town anticipates an impact to municipal services and quality of life in certain neighborhoods and areas of the community, and wants to be adequately prepared to address these issues in collaboration with UCONN and other key stakeholders. In addition, the study will provide an important planning and budgeting tool for the Town, and demonstrate the importance of maintaining intergovernmental revenue from the state to Mansfield.

About Mansfield

The Town of Mansfield, Connecticut has a population of 26,543 (roughly 12,000 year-round) and is located in the northeastern corner of the state, approximately 25 miles east of Hartford. The Town operates under the council-manager form of government. A nine-member elected town council functions as the legislative and policymaking body and an appointed town manager serves as the Chief Executive Officer responsible for overseeing the day-to-day operations of the Town.

Home to the University of Connecticut's main campus, Mansfield offers a unique blend of rural and suburban living in a university setting. Mansfield has a variety of cultural and educational offerings, as well as an abundance of natural resource amenities ideal for activities such as hiking, cycling and kayaking. Major

initiatives include the construction of Storrs Center, a new mixed-use pedestrian oriented town center, and the development of public water supply and wastewater infrastructure in the Storrs area of Mansfield.

Mansfield is a full-service municipality providing the following services: animal control; building and housing inspection; fire and emergency services; human services; library; parks and recreation; planning and development; police; public works; and a number of administrative functions such as finance, human resources, information technology and facilities management. Excluding school district personnel, the Town of Mansfield employs approximately 375 people that comprise 150 full-time equivalent staff.

The Town has identified nine strategic priorities in its strategic plan, *Mansfield 2020*: K-12 education and early childhood development; historic and rural character, open space and working farms; housing; public safety; recreation, health and wellness; regionalism; senior services; sustainability and planning. The *Mansfield Tomorrow* planning initiative is currently underway; once completed it will serve as a comprehensive plan and replace *Mansfield 2020* as a policy document.

Mansfield enjoys a productive working relationship with UCONN that features a number of partnerships and collaborative opportunities. Leaders of the Town and the University meet regularly on a formal and informal basis, and UCONN students volunteer for municipal programs and serve internships in town government and in the Mansfield Public Schools. Furthermore, many from the University community reside locally in Mansfield and actively participate in the governance of the town.

About UCONN and Next Generation Connecticut

Founded in 1881, the University of Connecticut is a major Tier 1 teaching and research institution, with its main campus located in the Storrs area of Mansfield. The University encompasses over 4,067 acres on its five major campus locations, including the main campus in Mansfield (Storrs and Depot) and regional campuses in Greater Hartford (including the Graduate Business Center, and Schools of Law and Social Work), Torrington, Stamford, Waterbury and Avery Point. The University of Connecticut Health Center is located in Farmington, Connecticut.

UCONN comprises 14 schools and colleges, with eight undergraduate degrees and 102 majors. The University also offers 17 graduate degrees, 75 research and professional practice fields of study, and six professional degree programs. Student enrollment in the fall of 2013 totaled 30,474, including 18,032 undergraduates at the Storrs campus.

In July 2013, Connecticut Governor Dannel Malloy signed into law the *Next Generation Connecticut* initiative or *NextGenCT* – a ten-year plan for enhancing UCONN’s capacity to serve as a global center for science, technology, engineering and mathematics (STEM), as well as an economic development and employment engine for the region and state. Accommodating this growth is expected to require both new and renovated facilities at the Storrs campus. Plans for the Storrs campus in Mansfield include:

- A potential increase in enrollment of 5,000 additional students in the STEM disciplines
- The hiring of new faculty for the Storrs campus in numbers commensurate with enrollment growth and new research initiatives
- Construction of new STEM research facilities and improvements to existing facilities
- Construction of a STEM residence hall and an additional residence hall to accommodate a living-learning community for Honors students

The University is currently developing a long-range master plan to guide growth related to *Next Generation Connecticut* and other initiatives.

Scope of Services

The Town Manager invites submittals from appropriately qualified firms to conduct an analysis of potential economic benefits and municipal service impacts on Mansfield attributable to the University of Connecticut's *Next Generation Connecticut Initiative*.

The scope of the assignment is likely to include:

- Assessing the primary and secondary economic benefits of the project, such as job creation and the secondary local and regional effects on the economy of increased payroll and local spending patterns, and sales and property tax revenue
- Projecting the impact of the project on Mansfield's intergovernmental revenue streams, including payment in lieu of taxes, school funding formulas and other sources of state aid resulting from either new capital investment and enrollment growth
- Analyzing, on a per capita and marginal costs basis, the potential service impacts on the host community Mansfield, including service areas such as public safety, public works, education, transportation, code enforcement and human services
- Accounting for existing partnerships and identifying new opportunities for shared services in areas such as community and economic development, community services, public safety, public works, transportation and wastewater treatment
- Assessing impacts to local issues such as land use, housing and traffic; preparing related impact models to inform municipal and regional planning
- Preparing related revenue and expenditure models to inform municipal planning and budgeting
- Preparation of draft and final reports
- Presentations to municipal and university staff, advisory committees and elected officials

Project Schedule

The Town anticipates the following schedule for this project:

Issuance of RFQ	Completed by May 2, 2014
Responses due	Not later than May 30, 2014
Review of responses to RFQ	Completed by June 13, 2014
Interview short listed firms	Conducted during June 23-27, 2014
Negotiate scope and fee with selected firm	Completed by July 11, 2014
Issuance of 1 st Draft report	Completed by September 5, 2014
Issuance of Final Report	Completed by October 10, 2014
Stakeholder presentations	Completed during October 13 – 31, 2014

Summary

The firm should submit by email: a letter of interest containing general information on the firm; the firm's brochure; resumes for key personnel and information regarding the consultant's experience conducting similar business; references; and rates for work performed. Submissions should be directed to Mr. Matthew W. Hart, Town Manager, not later than 12:00 PM on **Friday, May 30, 2014**. Submissions should be in electronic format only, preferably in a PDF version.

The Town intends to "short-list" firms responding to this RFQ and to interview one or more firms to accurately assess their qualifications. The Town will negotiate a scope of services and a fee proposal with the selected firm. The Town will evaluate and select the firm based on qualifications, experience and performance with similar engagements, references, ability to provide timely services, awareness of project issues, opportunities and constraints, and estimated fees and expenses. The selected firm must be able to meet all municipal, state and federal affirmative action and equal employment opportunity practices and guidelines.

The Town does not expressly state or imply any obligation to reimburse responding firms for any expenses incurred in preparing submissions in response to this request. The Town reserves the right to reject any or all submissions, to select a firm in a manner that is advantageous to the municipality and to waive all formalities in the bidding.