



SOLICITATION INFORMATION SHEET
PROFESSIONAL SERVICES – ARCHITECT/ENGINEER
REQUEST FOR PROPOSAL

The University of Connecticut is accepting sealed Proposals for:

RFP RELEASE DATE: 3/30/2026

PROJECT NUMBER: CA031326

PROJECT NAME: Safe Streets for All Grant

PROJECT LOCATION: Storrs Campus, Storrs CT

PROCUREMENT AGENT: Shamona Kamm, shamona.kamm@uconn.edu , 860-486-5797

INTENT OF THIS SOLICITATION: The purpose of this Request for Proposal (“RFP”) is to request Cost Proposals and Statements of Qualifications from a multidisciplinary engineering firm to fulfil Four Tasks of a Safe Streets for All (SS4A) grant secured from the U.S. Department of Transportation (DOT), Federal Highway Administration (FHWA).

LOCATION OF THIS SOLICITATION: Submit a Proposal for this solicitation through the HuskyBuy Portal: <https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

SBE/MBE PARTICIPATION: The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE) businesses, Minority-Owned (MBE) businesses, Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the Connecticut’s Department of Administrative Services Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut’s Supplier Diversity Program, visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

CRITICAL DATES:

Pre-Proposal Conference Date and Time	April 6, 2026	11:00 am
Pre-Proposal Conference Location	The Pre-Proposal Conference will be held as a virtual video conference. The link is: CA031326 Pre-Proposal Conference	
Q&A (RFI) Due Date and Time	April 21, 2026	2:00 pm

PRE-PROPOSAL CONFERENCE: During the Pre-Proposal Conference, the RFP and Scope of Work will be discussed. The Pre-Proposal Conference is not mandatory, however, **interested Proposers are strongly encouraged to attend.**

REQUEST FOR INFORMATION QUESTIONS: All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

CLARIFICATIONS, ADDENDA, and INTERPRETATIONS: Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions, will be in the form of a clarification/addendum, and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive any such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

CONSIDERATION OF PROPOSALS: This is a Quality-Based Selection solicitation process. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFP, as well as any additional information obtained from persons or other sources identified in the Proposal. Note: The Cost Proposal is evaluated by CFPF and the Proposer with the lowest overall cost is assigned the maximum points allocated for this evaluation criteria. All other proposals receive a percentage of the points available based on their cost relationship to the lowest Cost Proposal. The selection committee will only see the points assigned to each Cost Proposal; they do not see the actual Cost Proposal. The University reserves the right to accept some or all of the tasks included in this RFP. Any tasks not initially accepted will remain valid for the duration of the contract and may be added at a later date.

PROJECT SCHEDULE/DURATION:

- Anticipated Contract Issuance/Notice to Proceed: **June 30, 2026**
- Services are planned to start: **Upon Notice to Proceed**
- Services Duration: **All tasks must be completed within two years of the Notice to Proceed, expected to be June 2028**

PROJECT DESCRIPTION/SCOPE OF WORK: The University of Connecticut-Storrs Active Transportation Plan (ATP) recommends future improvements to significantly improve vulnerable road users’ (VRU) safety and mobility. Since the plan’s adoption in October 2022, the university has been pursuing grant opportunities to implement the recommendations and received a Safe Streets for All (SS4A) grant which was signed on December 12, 2025.

University Planning and Design (“UPDC”), in collaboration with the Connecticut Transportation Institute (CTI) has been awarded the grant. Of the seven tasks outlined in the grant, four of them will be managed by UPDC and are to be awarded to a consultant team that would include Transportation Planners, Traffic Engineers, Civil Engineers, Landscape Architects and Surveyors. The funding for the consultant team is estimated to be under \$600,000.00.

The University prefers a single multidisciplinary firm that can self-perform the majority of the tasks required for this project.

The grant submission addressed the following outstanding issues related to obtaining future funding opportunities:

1. SS4A implementation grant opportunities require a Comprehensive Safety Action Plan (CSAP) containing eight components that were not all included in the university's Active Transportation Plan (ATP). This is Task One in the grant.
2. Many of the proposed improvements require additional assessment for potential impacts, costs, and feasibility. The ATP was developed based on historical crash data, which might hide the behaviors of drivers, pedestrians and bicyclists, and lead to difficulties of proposing the most effective implementation projects. A comprehensive mobility model for the Storrs Campus is Task Three in the grant.
3. Further study and coordination with the results of the comprehensive mobility model will target three main vehicular travel ways within the campus core of the Storrs campus. The objective will be to study the impacts of closing these roads to through vehicle traffic and limiting their use to transit, pedestrian and bicycle use only. This is Task Four in the grant.
4. The Active Transportation Plan polled students, staff, and faculty on potential unsafe and ADA deficient pedestrian walkways. The grant details a more comprehensive approach by performing a comprehensive sidewalk inventory and conditions assessment of the Storrs campus to identify safety issues for vulnerable road users and identify locations where there are compliance issues with the Americans with Disabilities Act (ADA). This is Task Five in the grant.

Tasks Two, Six and Seven from the SS4A grant are outside of the scope of this Request for Proposal.

Tasks to be Accomplished:

TASK ONE

Update the University of Connecticut Storrs Active Transportation Plan (ATP) with an Appendix. The Appendix will ensure the ATP meets the required components of the U.S. Department of Transportation Comprehensive Safety Action Plan (CSAP) for future Safe Streets for All (SS4A) construction funding opportunities and is coordinated with the CSAP prepared by the Capital Region Council of Governments (CRCOG).

The consultant will:

1. Review the University of Connecticut Storrs Active Transportation Plan (ATP), October 2022, the CRCOG CSAP, and the requirements of the federal CSAP and identify gaps in eligibility.
2. Develop and implement an approach to address the gaps from the seven required components of the federal CSAP. These are:
 - a. Leadership commitment and goal setting
 - b. Planning structure
 - c. Safety analysis
 - d. Engagement and collaboration
 - e. Policy and process changes
 - f. Strategy and project selections
 - g. Progress and transparency

3. Meet regularly with the UPDC to review progress.
4. Work with the University to develop a website for the update.
5. Submit any required mapping in ArcGIS format.
6. Prepare the Draft Appendix for Review
7. Incorporate comments and submit the final Appendix to the University

Limits of Study:

The limits of the Appendix will match the limits of the 2022 Active Transportation Plan. This includes all travelways within the main campus property at Storrs and is framed by Route 44 to the north, the Fenton River tract of the UConn Forest to the east, South Eagleville Road, and the former Mansfield Apartments site to the south and travelways adjacent to Separatist and Hunting Lodge Roads to the west.

Deliverables:

An Appendix to the 2022 Active Transportation Plan that fulfills the eligibility requirements of the federal Comprehensive Safety Action Plan and makes the university eligible for future SS4A implementation grants.

TASK THREE

Develop a comprehensive mobility model for the University of Connecticut campus at Storrs. The model will be a detailed and accurate traffic model for vehicles, including transit, micromobility and pedestrian traffic.

The consultant will:

1. Review previous models prepared in the last 10 years by the university. These include the June 2016 Transportation Demand Model (Beta Group, Inc.) and traffic studies in select areas.
2. Propose and implement an approach for the development of a comprehensive mobility model for review with the university. Identify areas of conflict between motorized vehicles, including micromobility users and pedestrians to define the scope of the pedestrian mobility model. In certain locations, university cameras may be used to supplement field observation.
3. Meet regularly with the University to review progress.
4. Prepare a Draft for Review.
5. Incorporate comments and submit the final Model and Report to the University.

Limits of Study:

The limits of the comprehensive traffic model will include all travelways within the core of the Storrs campus and the following surrounding Town of Mansfield Roads that connect to the main campus; Hunting Lodge Road, Separatist Road, East and West Roads, Storrs Road/Route 195, Route 44, South Eagleville Road, and North Eagleville Road connecting to Northwoods Apartments.

Deliverables:

The comprehensive traffic model will include the final report and the software used to develop the report.

TASK FOUR

Using the comprehensive mobility model developed in Task Three, assess the impact of converting Hillside Road, Gilbert Road, and Glenbrook Road on the University of Connecticut's Storrs campus to transit and multimodal (Bicycle and Pedestrian) use only. Prepare preliminary/conceptual plans for the proposed new travelway.

The Consultant will:

1. Review the comprehensive mobility model and prepare a report on the impact of closing each of the proposed roads to vehicular traffic: Hillside, Glenbrook, and Gilbert Roads. The report will show access routes to critical campus destinations for required vehicles including last mile delivery, service and transit, and accessible travel.
2. Make recommendations for how to physically close these roads both temporarily and permanently.
3. Meet regularly with the University to review progress.
4. Develop Preliminary/Conceptual designs for site improvements for newly developed micromobility use of these travelways.
5. Provide a Rough Order of Magnitude Cost for Preliminary/Conceptual Designs
6. Make recommendations for short-term and/or pilot implementation projects while funding is developed for permanent projects.

Limits of Study:

- Hillside Road within the University of Connecticut Storrs campus runs primarily north to south from North Eagleville Road to Bolton Road
- Glenbrook Road within the University of Connecticut Storrs campus runs primarily east to west from North Eagleville Road to Hillside Road
- Gilbert Road within the University of Connecticut Storrs campus runs primarily east to west from Mansfield Road to Hillside Road.
- Closing any of these roads will have traffic impacts to surrounding roads which should be included as part of the study.

Deliverables:

1. A report noting the traffic impacts for closing each of the three roads to vehicle traffic except for required service, delivery, and transit.
2. Preliminary/conceptual plans for long-term and short-term, temporary, or pilot improvements for these new reconfigured travelways.
3. Rough Order of Magnitudes costs for the proposed improvements.
4. Develop with the University a communication strategy for implementing the closures.

TASK FIVE

Conduct an inventory and condition assessment of sidewalks on the core campus at the University of Connecticut at Storrs.

The Consultant will:

1. Review existing survey information in AutoCAD and GIS to determine gaps in the existing information that will require additional field survey.
2. Prioritize the gaps identified with the university to focus on vulnerable road users and main circulation patterns not conforming to the Americans with Disabilities Act.
3. Provide field survey in gap areas identified.
4. Assemble information into report and deliver in AutoCAD and ArcGIS formats.
5. Meet regularly with the University to review progress.
6. Provide Rough Order of Magnitude (ROM) costs for improvements.
7. Assist the university in prioritizing improvements.

Limits of Study:

All sidewalks within the Campus Core at the University of Connecticut Storrs. The focus for Vulnerable Road Users will be along travelways with vehicle traffic. ADA compliance will be on major travel ways throughout campus and will ensure an accessible path to each building.

Deliverables:

- A gap analysis showing areas requiring additional survey.
- Field Survey of all sidewalks on the University of Connecticut Storrs campus core using existing survey information or newly created survey. In AutoCAD and GIS
- Final Report that includes proposed improvements, Rough Order of Magnitude Cost and Priorities identified.

COST PROPOSAL: Submit a Cost Proposal utilizing the Form provided. No substitution of the Form is permitted.

QUALIFICATIONS OF PROPOSER: In addition to submitting a Cost Proposal, all Proposers must provide information/documentation with their submission (unless stated otherwise) that demonstrates the following:

- **REQUIRED LICENSES AND CERTIFICATIONS:** If selected as the Vendor of Choice, your Company will be required to provide a copy of the following during the Letter of Intent process.
 - a. Provide a Professional Engineering Company License:
 - Professional Engineering Company – Provide a copy of the Company’s License (as per Connecticut General Statutes Section 20-306a and 20-306b). This License must remain effective for so long as the design professional is under contract to provide professional services for this Program.
 - b. Provide a copy of at least one proposed Program team member’s current Connecticut Professional Engineering (PE) License.
- **NARRATIVE OF PROJECT APPROACH:** Prepare a Narrative that demonstrates your Company’s understanding of the Scope of Work for this Project. Concisely present an approach that includes the following:
 - a. Technical Approach: Describe your Company’s approach, which demonstrates your understanding of the needs of this Project, including your Company’s process for completing a Scope of Work within a proposed schedule. Detail your proposed methodology for each of the four phases.
 - b. Quality Assurance/Quality Control: Describe your Company’s process and procedure for managing and assuring quality of its documents.
 - c. Cost Control and Budgeting: Provide your Company’s approach for developing both project and construction cost estimates and managing costs once budgets are developed.
- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, ProfServ-RFP* provided with this RFP.
 - a. It is recommended that the Proposer provide three (3) examples of projects in progress or completed within the past ten (10) years, comparable in size, scope, and similar environment to

this Project, **with an emphasis on multidisciplinary scopes that include transportation planning, traffic and civil engineering, landscape architecture and surveying.**

- b. A detailed description of the work performed and how it relates to the Scope of Work outlined in the RFP shall be included.
- c. The Proposer shall highlight a Proposer's experiences with its sub-consultants and their successful projects together.
- d. Examples with any information on the Form stated as "confidential" may not be considered.

- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the Project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who will be assigned to the Project including their experience on similar assignments and their specific responsibilities for the proposed Project. Utilize the *Resume for Proposed Key Personnel Form, ProfServ-RFP* provided with this RFP.

- a. It is recommended that the Proposer provide Resumes for the following positions: **Principal, Project Manager, Transportation Planner, Traffic Engineer, Civil Engineer, Landscape Architect, Surveyor, Estimator.**
- b. Only provide Resumes for the key personnel who may be assigned to this Project, do not include Resumes for personnel not assigned to the team.
- c. Sub-Consultants (as applicable): The Proposal shall include Resumes for key project team personnel for any subconsultants the Proposer deems necessary to complete the Project.
- d. Provide an Organizational Chart that identifies the primary team members' roles, including any subconsultants for this Project.

MISCELLANEOUS REQUIRED DOCUMENTS: The Proposal shall include the following documents:

1. **SEEC Form 10:** Review the *SEEC Form 10: Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations (acknowledgment of receipt of the explanation of prohibitions)* and upload the executed Form where applicable. The Form can be found at: https://seec.ct.gov/Portal/data/forms/ContrForms/seec_form_10_final.pdf
2. **Supplier Diversity Certificate:** If certified, provide your Company's current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.

CONTRACT: A draft of the contract will be provided as an addendum to the solicitation documents.

End of Solicitation Information Sheet