

**August, 2013 -- Town of Mansfield
Request for Qualifications & Interest
Transportation Center Bike Commuting & Program Consultant**

Introduction

The Town of Mansfield is currently completing construction of a Transportation Center located in the middle of its developing "Storrs Center" that is designed to accommodate the needs of bus and bicycle commuters. The expected completion date is late October of 2013. The bicycle commuting area will consist of showers, lockers, bike storage areas and approximately 900 square feet of space within which to facilitate bicycle commuting. A 30' x 30' outdoor concrete plaza will be located along the east side of the building that will be dedicated to bicycle activities as well. (Please see the attached plans for a depiction of the general area, the transportation center and these specific features.)

The Town is interested in forming a relationship with a bicycle expert (BE) who in exchange for name recognition and repair referrals will be available (by phone and by email during regular business hours) to assist the Town in answering bicycle-related questions and to serve as a resource in programming the bicycle commuting center. This relationship is expected to be by agreement to be negotiated between the Town and the BE for a period of 1 to 2 years, and to be based on the exchange of information and referrals, not monetary remuneration (at least initially). As the Storrs Center development is built out, additional services, up to and including full bicycle retail facilities may be negotiated between the Town and the BE or his/her company as applicable.

Qualification Statements

Persons or companies who are interested in assisting the Town in this manner and negotiating such an agreement with the Town are invited to submit a qualification statement to the Town's Director of Public Works at the addresses below by 4:30 PM on Tuesday August 20, 2013. Qualification statements should include the following type of information: Current involvement in the bicycling industry, some detail of past involvement with the bicycling industry, affiliations related to bicycling activities and/or programming, present location and availability for repair referral pickup and delivery and future plans that may be relevant to entering into such a relationship with the Town.

Review of Qualification Statements and Interviews

The Town will review all qualifications submitted and as necessary interview persons submitting them. Submittals will be ranked in order of preference by the Town's selection committee. The highest ranked BE will be selected and agreement negotiations will commence. If an agreement cannot be negotiated with the highest ranked BE, the second ranked BE will be selected and so on until either an agreement is negotiated or no rankings are left. The Town is an equal opportunity agency and it hereby notifies all submitters that it will affirmatively insure that in any agreement entered into pursuant to this request, disadvantaged persons or business enterprises will be afforded full opportunity to respond to this request and they will not be discriminated against on the grounds of race, color, national origin or sex. The Town reserves the right to reject all submittals and to make ranking and selections that suit the Town's present and future needs.

Please submit qualification statements by 4:30 PM, August 20, 2013 to:

Lon Hultgren, Director of Public Works
Town of Mansfield
4 South Eagleville Road
Storrs Mansfield, CT 06268
Phone: 860-450-6597 Email: HultgrenLR@MansfieldCT.org