



CITY OF TORRINGTON

PURCHASING DEPARTMENT
140 Main Street, Room 206
Torrington, CT 06790

Pennie Zucco, Purchasing Agent
Phone: (860)-489-2225
Fax (860)-489-2547
Email: pennie_zucco@torringtonct.org

May 14, 2020

Mayor Elinor Carbone
Members of the City Council

RE: RFP EPC-039-050420 ON-CALL ECONOMIC DEVELOPMENT PLANNING CONSULTANT

The City of Torrington received four (4) proposals for the On-Call Economic Development Planning Consultant over the next three years.

Goman & York Property Advisors
East Hartford, CT

Willdan Financial Services
Washington, DC

RKG Associates, Inc.
Boston, MA

Good Earth Advisors, LLC
Avon, CT

It is the recommendation of Rista Malanca, Director of Economic Development and Pennie Zucco, Purchasing Agent to award On-Call Economic Development Planning Consultant to Good Earth Advisors, LLC, Avon, CT for the next three (3) years at a \$95.00 hourly rate and regularly Scheduled EDC Meetings hourly rate not to exceed \$250.00 pending approval from City Council.

Thank you for your consideration on this matter.


Pennie Zucco
Purchasing Agent

cc: R. Malanca



City of Torrington

Bid Name On Call Economic Development Planning Consultant Bid Number EPG-039-050420

Date of Opening May 4, 2020 Time of Opening 11:00 AM

VENDOR	BID BOND	NON-COLLUSION	BID AMOUNT	ADDENDUM
Common-Wealth Property Advisors 1137 Main Street East Hartford, CT 06108		<input checked="" type="checkbox"/>		
Walden Financial Services 1025 Connecticut Ave NW Washington, DC 20036		<input checked="" type="checkbox"/>		
RTG Associates Inc. 76 Canal St. Site 401 Boston, MA 02114		<input checked="" type="checkbox"/>		
SEA PO Box 159 Quem, CT 06001		<input checked="" type="checkbox"/>		



Request for Proposal (RFP) - #EPC-039-050420
City of Torrington - On Call Economic Development Planning Consultant

The City of Torrington invites you to submit a proposal based on the requirements of the enclosed RFP. The RFP and any addenda can be found on the City of Torrington website, www.torringtonct.org/bids or the State of CT DAS website. The information contained herein outlines the intent and scope of the project; the guidelines governing the submission and evaluation of all proposals; and *IRS Form W-9, Request for Taxpayer Identification Number and Certification* which must be completed and submitted with your proposal.

Respondents are requested to submit their proposals, fee proposals (separate sealed envelope, clearly marked), product/business literature, company background information, references and any other pertinent data.

We ask that your proposal conform to our format request as closely as possible. The City may accept proposals that take exception to any requirement in the RFP. Any exception or alternative must be clearly delineated in a separate attachment to the proposal submitted. This letter, the RFP, and the proposal submitted by the successful Consultant will be made part of the resultant contract between the City and the successful Consultant.

The Respondent's submittal shall include one (1) original clearly identified, two (2) **exact copies (in addition to the hard copy)** and shall be delivered to: City of Torrington, Purchasing Department, 140 Main Street, Room 206, Torrington, CT 06790 during normal office hours by no later than **12:00 PM, Friday, May 1, 2020**. Submittals received after this date and time will not be accepted. Proposals will be opened on Monday May 4, 2020 at 11:00 AM. Sealed envelope(s) should be clearly marked: **"RFP #EPC-039-050420, On-Call Economic Development Planning Consultant."** Firms mailing proposals should allow for normal delivery time to ensure timely receipt of their proposals. In the case where City Hall services are suspended due to COVID-19, weather or some other emergency related circumstance, then submittals shall be due the next day when City Hall reopens for business, no later than 11:00 AM on that day. **No fax or e-mail Bids will be accepted.**

There will not be a public opening of this bid
MBE's, WBE's and SBE's ARE ENCOURAGED TO APPLY
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All questions must be submitted by **Thursday, April 23, 2020 by 10:00 AM**. Questions must be submitted by email to the Purchasing Agent at pennie_zucco@torringtonct.org. All questions determined to be of interest to all prospective firms will be answered in writing by an addendum which will be posted on the City and state web sites. It is the responsibility of potential bidders to check these websites 48 hours before the closing date for addendum(s).

This RFP does not commit the City of Torrington to select any Respondent or enter into any contract agreement. The City of Torrington reserves the right to accept or reject any or all RFP's; to waive any informalities, and if it is deemed to be in the public's best interest, to enter directly into negotiations with one or more Respondents based on responses to the RFP, to request additional information from some or all Respondents.

The City will not be liable for any costs incurred by a firm in the preparation or submission of a proposal. The information provided herein is not intended to and shall not bind the City of Torrington to any of the statements or assumptions set forth herein.

All Proposals will be considered valid for a period of sixty (60) days from the date of opening. The sixty-day period may be extended upon written mutual agreement.

City of Torrington
Pennie Zucco, Purchasing Agent

Dated: April 16, 2020



**CITY OF TORRINGTON
REQUEST FOR PROPOSAL (RFP)
ON CALL ECONOMIC DEVELOPMENT PLANNING CONSULTANT
RFP #EPC-039-050420**

Provide assistance with implementation of Building Healthy Communities Grant

Scope of Work

The City of Torrington received a grant, from Building Healthy Communities, to enhance the economic and community well-being of Torrington. The goals of this grant are to develop and implement a plan(s) that will support local businesses, attract new businesses, create a vibrant community, provide opportunities for Torrington Residents to gain upward social mobility and create a healthy and resilient community. In order to achieve these goals, the City is focusing on a communications strategy, market data collection and analysis and economic gardening.

The City is seeking an on-call Planning Consultant to assist the Economic Development Director on implementation of this grant. Tasks may include, but not be limited to:

- Working closely with the Economic Development Director and Mayor to develop and implement Economic Development strategies. This may include identifying strategies that can be done in house and strategies that need outside expertise.
- Assistance with writing RFP's and consultant selection
- Attendance at Economic Development Commission and Torrington Development Corporation meetings to gain a better understanding of their goals and challenges
- Developing and implementing public outreach strategies

The Consultant would work on an hourly basis, as directed by the Economic Development Director. Estimated hours are between 50-75 hours a year, over the next three years.

Submittal Instructions

Proposals shall include an original and two (2) exact copies (in addition to the hard copy).

Proposals shall be delivered to: City Hall, Purchasing Department, 140 Main Street, Room 206, Torrington, CT 06790 during normal office hours by no later than **12:00 noon, Friday, May 1, 2020**. Submittals received after this date and time will not be accepted. Proposals will be opened on Monday May 4, 2020 at 11:00 AM. Sealed envelope(s) should be clearly marked "**RFP #EPC-039-050420, City of Torrington On-call Economic Development Planning Consultant**".

All questions must be submitted by email to pennie_zucco@torringtonct.org by **Thursday, April 23, 2020, by 10:00 AM**. Questions will be answered through an addendum which will be posted on the City of Torrington website. Interested firms should check the website 48 hours before the closing date.

Firms mailing proposals should allow for normal delivery time to ensure timely receipt of their proposals. Proposals may not be submitted by e-mail or fax.

In the case where City Hall services are suspended due to COVID-19, weather or some other emergency related circumstance, then submittals shall be due the next day when City Hall reopens for business, no later than 11:00 AM on that day.

The City of Torrington reserves the right to accept or reject any or all proposals; to waive any informalities; to negotiate and award a contract that it determines best meets their needs and best serve the interests of the City of Torrington.

The City will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

The information provided herein is not intended to and shall not bind the City of Torrington to any of the statements or assumptions set forth herein.

Responses must set forth accurate and complete information for each of the items listed below. At the City's discretion, failure to do so could result in disqualification.

The successful respondent will be expected to be able to commence services as soon as possible upon award, as determined by the City. Any contract entered into by the City and the successful respondent shall provide that the City may terminate the contract upon thirty (30) days' notice to the respondent. The information provided herein is not intended to and shall not bind the City of Torrington to any of the statements or assumptions set forth herein.

Special Instructions

Consultants responding to this Request for Proposal are hereby notified that all proposals submitted and information contained therein and attached thereto will not become public information until the City has awarded a contract to the successful respondent.

Consultants responding to the Request for Proposal must have sufficient staff and expertise to complete the required services. The consultant must agree that all personnel assigned to this project are qualified for this type of work.

All Proposals will be considered valid for a period of sixty (60) days from the date of opening. The sixty-day period may be extended upon written mutual agreement.

Proposal Requirements

In your Proposal, the City is requesting the following:

1. A cover letter signed by the primary firm, binding the firm to all of the commitments made in the proposal. Resume of personnel that will be dedicated to the City; including: The name, business address, phone number, e-mail address of the firm and individual dedicated to working with the City.
2. Narrative/description of relevant experience (no more than five (5) pages)
3. Hourly Rate
4. References
5. Proof of Insurance and Liability (See Appendix A).
6. Required Forms - Acceptance of Terms of this Agreement and Non-Collusion Affidavit (Appendix B & C)

7. Provide any additional information about your firm that is relevant to this RFP that you believe will assist the City in making its selection (no more than five (5) pages)
8. Sealed Fee Proposal for Scope of Services.

Selection Process & Criteria

Below is the proposed schedule and timeline for the selection process:

- All questions must be emailed to pennie_zucco@torringtonct.org by **Thursday, April 23, 2020 by 10:00 AM**
- Proposals must be received by **12:00 noon, Friday, May 1, 2020.**
- Proposals will be opened on Monday May 4, 2020 at 11:00 AM.
- A Consultant will be chosen based on competitiveness of the Selection Criteria as demonstrated in the written proposal.
- The City reserves the right to make a selection on the basis of the proposal alone; However, it may invite selected respondents for interview at its discretion.

Selection Criteria

The selection committee will evaluate the applicants based on the following criteria:

- Be AICP Certified, or have equivalent experience
- Experience in the area of Municipal Economic Development. Experience working directly with businesses/developers as well as municipalities is preferred.
- Understanding of how to analyze and interpret market data
- Experience with development and implementation of Economic Gardening Strategies
- Experience with targeted business outreach
- Experience working with a local Development Corporation
- Experience with procurement procedures, such as writing RFP's and RFQ's and reviewing proposals.
- Hourly Rate

APPENDIX A
REQUEST FOR PROPOSAL
City of Torrington
On-Call Economic Development Planning Consultant
RFP #EPC-039-050420

INSURANCE REQUIREMENTS

Certificate of Insurance: All insurance policies must include a Waiver of Subrogation whereby the insured waives its right to subrogate against the City, its subsidiaries, employees, volunteers, directors and officers. Proof of proper insurance coverage, Workers Compensation Insurance, Liability and Property damage, and Vehicle Insurance shall be filed with the City of Torrington Purchasing Agent within 10 days after the award of the bid. The Certificate of Insurance must name the City of Torrington, 140 Main St., Torrington, CT, its subsidiaries, employees, volunteers, directors & officers as the "Additional Insured" and filed with the Purchasing Agent prior to commencement of work. Renewal Certificates of Insurance must be mailed to the Purchasing Agent 10 days prior to the expiration of the required coverage.

NON-DISCRIMINATION

The respondent agrees and warrants that in the performance of the contract pursuant to this solicitation he/she will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, mental retardation or physical disability or other basis in any manner prohibited by the laws of the United States, the State of Connecticut or the City of Torrington.

INDEMNIFICATION

To the fullest extent permitted by law, the Firm shall indemnify and hold harmless the City and their respective consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of attorneys and other professionals and court and arbitration costs) arising out of or resulting from the performance of the Firm's work, provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission by the Firm, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the Firm to perform or furnish services, or anyone for whose acts the Firm may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

As to any and all claims against the City or any of its consultants, agents or employees by any employee of Firm, by any person or organization directly or indirectly employed by Firm to perform or furnish any of the work, or by anyone for whose acts Firm may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for Firm under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

**APPENDIX B
REQUEST FOR PROPOSAL
City of Torrington
On-Call Economic Development Planning Consultant
RFP #EPC-039-050420**

Acceptance of Terms of this Agreement

Name of Proposer: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Authorized Signature _____ Title: _____

Name Printed: _____ Date: _____

Federal Tax Identification Number: (FEIN) _____

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.

APPENDIX C
REQUEST FOR PROPOSAL
City of Torrington
On-Call Economic Development Planning Consultant
RFP #EPC-039-050420
NON-COLLUSION AFFIDAVIT

STATE OF _____ COUNTY OF _____

I, _____, being first duly sworn, deposes and says that:

1. I am _____ of _____, the Bidder that has submitted the attached Bid for "_____";
2. I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract, for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Torrington or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Printed) _____

(Signed) _____

(Title) _____

Subscribed and sworn to before this _____ day of _____, 20_____.

Notary Public Printed

Notary Public Signature

My Commission Expires _____

(Notary Seal)

NOTE: Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

1 May 2020

Hand Delivery Only

Ms. Pennie Zucco
Purchasing Agent
City of Torrington
Purchasing Department
140 Main Street, Room 206
Torrington, CT 06790

Subject: Request for Proposal #EPC-039-050420
On-call Economic Development Planning Consultant

Dear Ms. Zucco:

The City of Torrington's efforts to revitalize its core downtown, stabilize its neighborhoods, and build upon its reputation as an arts and cultural destination continue, even in these unprecedented times. The City's successful pursuit of a Healthy Communities grant will help sustain these efforts in many ways, and has created the need for on-call economic development services. I have both personal and professional interest in assisting in this capacity and am delighted to have the opportunity to submit this proposal for your consideration.

My involvement in a range of Torrington projects spans more than a decade. The experience and insight that I have gained is unique and has been and will continue to be anchored in a deep commitment to help in places where I can truly make a difference. I believe I have already made a difference in Torrington, but would welcome the chance to continue to do more. Nothing has been more fulfilling than to work alongside the professionals in City Hall, businesses and cultural institutions, and dedicated residents who continue to give back.

Within this proposal, I have briefly outlined my credentials and experience to demonstrate the following:

- As a planner certified by the American Institute of Certified Planners I hold the qualifications, credentials and ethics to provide professional municipal planning services to the City
- My experience includes dozens of municipal economic development projects, a majority of which were implemented. This includes public-private partnerships and municipally-leveraged private investment.
- Virtually all of my economic development assignments, including those in Torrington, as well as the preparation of Plans of Conservation and Development included a defensible market analysis and interpretation.
- Though recently coined as "Economic Gardening" I have direct experience with the concept of "growing from within" through my work with numerous neighborhood organizations in Bridgeport, New Haven and Hartford as part of municipal revitalization efforts. This included assessing skills and education, and identifying strategies for building self-sufficiency.

- Direct business outreach experience includes Torrington and literally dozens of other municipalities.
- I have worked with Development Corporations in various capacities including preparing DECD-funded Municipal Development Plans, securing private developers, administering grants and capacity-building.
- Over the last 20 years, I have directly assisted in the preparation of numerous RFPs and RFQs related to developer procurement, consultants, and specialty vendors; developing and negotiating scopes of work; and assessing bids.

As the founder and President of Good Earth Advisors LLC, I will provide the services outlined in the above-referenced RFP and attest to the commitments within this proposal and requirements and provisions of the RFP. My contact information is as follows:

Valarie Ferro, AICP
Good Earth Advisors LLC
PO Box 159
Avon, CT 06001
860.559.4062
val.ferro@goodearthadvisors.com

Your consideration of this proposal is greatly appreciated. Feel free to reach out at your convenience if you have any questions or require additional information.

Respectfully,



Valarie Ferro, ACIP
President

enclosures

Valarie Ferro, AICP President/Founder



Qualifications Summary

30 years of municipal planning and private development experience throughout New England with a particular focus on multi-disciplinary implementation strategies.

Development advising includes due diligence, feasibility studies, master planning, and compatible development.

Extensive experience with community engagement, media and public relations.

Regulatory compliance experience includes numerous federal/state/local permits for public and private projects.

Credentials

Certified Planner (AICP)
Member, CT Chapter-
APA

Education

Master of Science
Environmental Science/
Impact Assessment
Concentration
SUNY College of ESF/
Syracuse University
Syracuse, New York

Bachelor of Arts
Pre-Medicine/
Environmental Studies
Mercyhurst University
Erie, Pennsylvania

Ms. Ferro is a certified planner possessing over 30 years of experience in municipal planning and economic development, revitalization planning, urban design, brownfields redevelopment, private development, permitting and community outreach. She has worked in a range of settings—private and municipal, rural and urban, large contaminated multi-story buildings and vacant parcels. Her broad range of experience includes regenerative and restorative strategies for economically distressed areas, underutilized real estate, and divested neighborhoods; aesthetic improvements that create or enhance a sense of place; and private development carried out cooperatively with municipalities to meet specific economic development goals.

She is routinely involved in complex interdisciplinary projects requiring broad, strategic assessment of issues and the melding of physical, economic, cultural and social elements to create realistic implementation actions that are technically defensible and publicly acceptable.

Having launched over 200 community outreach programs, she has facilitated dozens of public meetings and applied formal and informal engagement techniques in collaborating with a diverse mix of affected citizens, property owners, and elected officials. Regardless of the format or the intended audience, her efforts are distinguished by relevant, open discussion that remains respectful even under contentious circumstances.

Beyond her technical experience, Ms. Ferro is known for her keen sense of strategic direction. Sorting through competing issues and multiple sources of information and opinions, she has an innate sense of what needs to get done and in what order—often casting aside a single disciplinary perspective and creating a unique framework for achievement.

FIRM OVERVIEW



GOOD EARTH ADVISORS is a woman-owned and operated consulting firm certified by the Connecticut Department of Administrative Services and specializing in strategic advising, planning, and permitting for public initiatives and private development.

We like to keep things simple, but bring an enormous amount of energy and creativity to each of our projects. Each challenge is approached within its unique framework of physical, economic, and social realities— but tempered by an innate sense of knowing when to stop analyzing and how to start accomplishing.

Our experience encompasses a range of settings—private and municipal, rural and urban, large undeveloped properties and contaminated multi-story buildings. We have managed large teams of consultants, played minor roles on small teams, and served as primary advisors. Whether being tapped for carrying out a straightforward land use assessment, preparing a complicated multi-faceted redevelopment plan, or helping to find common ground among divergent ideas, clients rely on our laser-focused attention to details and our big-picture ability to creatively solve what appear to be insurmountable issues.

⌘ PLANNING SERVICES

- Community Planning
- Visioning & Outreach
- Revitalization Planning
- Market Studies
- Brownfields Redevelopment
- Placemaking & Urban Design
- Economic Development Strategies
- Land Use & Zoning
- Site Planning
- Developer Attraction
- Environmental Studies
- Impact Assessments
- Grant & Funding Assistance
- Open Space & Recreation
- Permitting & Approvals

Relevant Torrington Experience

East Main Street Corridor Plan – Torrington, CT: As part of an interdisciplinary team, currently examining traffic deficiencies, land use, development potential, access management and linkages to public spaces and trails along the 2.5-mile corridor extending from the intersection of Main Street in downtown Torrington easterly to the New Hartford town line. Over the years, the corridor has become a retail destination with both national and local business occupying various-sized parcels. Neighborhoods enclose the corridor but vehicle-dependency and high traffic volumes create hostile conditions for pedestrians and bicyclists. The goal is to strike a compromising balance among vehicles, pedestrians and cyclists and increase safety and connectivity while identifying future opportunities for compatible development.

Brownfield Area Redevelopment (DECD BAR) – Torrington, CT: Served as lead planner of a team retained to develop a comprehensive brownfield redevelopment strategy that would lay the foundation for downtown revitalization. Upon completion of market analyses, developed mixed-use concepts for two focus areas: a riverfront property on Franklin Drive owned by NIDEC and the historic former Stone Container/Hendey Manufacturing complex being considered by ConnDOT as a Northwest Transit District bus facility. In the final phase of the project, a redevelopment strategy will be provided to guide city decision-making in the acquisition of brownfields and options for public-private partnerships. Throughout the project, five community workshops were held, individual stakeholder interviews were conducted, and on-going meetings with the Torrington BAR Committee were attended.

Franklin Street Public Space Preliminary Design – Torrington, CT: Participated in the programming and analysis leading to the preparation of a 60% design of 300 feet Franklin Street at the currently 5-legged intersection with Main Street and extending along the Naugatuck River to Franklin Drive. The design calls for the closure of the public street in this area to create a walkable extension of downtown. The design also accommodates portion of the Sue Grossman/Still River Greenway extension that connects to the proposed northern terminus of the Naugatuck Valley Greenway at the NIDEC property on Franklin Drive. A number of outreach meetings were conducted to obtain input from residents and businesses. The process was culminated by a mock-up of a cross-section of the design and temporarily closing Franklin Street as a venue for the final public meeting.

Northwest Hills Council of Governments Regional Transit Connectivity Plan – Torrington, CT: Worked with the consulting team retained by NHCOG to examine access, connectivity, Complete Streets principles and active transportation opportunities related to a proposed Regional Transit Facility that had been slated for a portion of the Stone Container/Hendey Manufacturing site off Summer and Litchfield streets.

199 Water Street/ Waters Way Adaptive Reuse Planning– Torrington, CT: Assisted owners with market analysis, review of environmental documentation, and specific due diligence tasks to formulate a defensible reuse and redevelopment strategy.

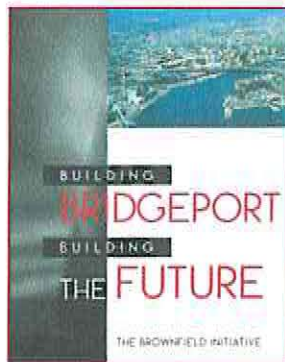
Industrial Market Analysis/Reuse Strategy/Redevelopment Advising at 59 Field Street/70 North Street – Torrington, CT: Providing ongoing assistance to the owner of the former world headquarters of The Torrington Company (Timken). Completed a market study that identified smaller logistic centers, manufacturing and flex space as potential targets for the portion of the 26-acre site referred to as the "Standard Plant", currently occupied by a dilapidated and functionally obsolete multi-story building. Identified the potential for extending the active New England Railroad line northward to provide freight service, and initiated dialogue with railroad representatives. Facilitated numerous meetings with city staff and the Mayor; assisted with assembling a DECD Brownfield Assessment Grant (Fall 2018) which was not funded; and currently working on possible rail/freight connections with the Naugatuck Railroad and a USEPA remediation grant application.

Conceptual Master Plan – Torrington, CT: As part of a public-private initiative, assisted the City and its Program Manager with creating an initial approach to multi-phased development and prepared strategies and considerations for target areas.

RELEVANT EXPERIENCE



Redevelopment Revitalization Economic Development



Timken/Torrington Company Reuse Strategy – Torrington, CT
Transit District Revitalization Strategy (DECD BAR) – Meriden, CT
Mariner's Way Implementation Plan (DECD BAR) – Old Saybrook, CT
Transit-oriented Development Plan (OPM Funding) – Berlin, CT
Brownfield Strategy/Transit-oriented Development (DECD BAR) – Torrington, CT:
Ideal Forging Characterization/RAP/Reuse Planning – Southington, CT
Ideal Forging/Greenway Commons Implementation – Southington, CT
National Welding Redevelopment Analysis (TOD) – Newington, CT
Triangle Wire Site Investigation & Reuse/DECD MDP – Griswold, CT
US EPA Brownfields Assessment / Village Revitalization – East Hampton, CT
US EPA Brownfields Pilot Project/Multiple Properties – Bridgeport, CT
Norwich Hospital Redevelopment Planning – Preston, CT
U.S. Brownfield Assessment Grant Applications – Preston, CT
Phase I ESA/Former Norwich Hospital – Preston, CT
Colt Armory Due Diligence/ Redevelopment Planning – Hartford, CT
Re-use Concept/Due Diligence Former Airport – Waterford, CT
Phase I ESA/Ferry Crossing Affordable Housing – Old Saybrook, CT
Geotechnical Investigation Naval Sub Base A-85 Bunker Site – New London, CT
Parkville Revitalization/DECD MDP (TOD) – Hartford, CT
Bartholomew Avenue Business Park Implementation – Hartford, CT
ABB Redevelopment Planning – Windsor, CT
ABB Developer Solicitation – Windsor, CT
ABB/Great Pond Village Implementation – Windsor, CT
Bristol Centre Mall Redevelopment Concepts – Bristol, CT
Downtown Revitalization Plan – Bristol, CT
Downtown Revitalization Implementation – Bristol, CT
Belchertown State School Redevelopment – Belchertown, MA
Belchertown State School/Lamson Run Mixed Use – Belchertown, MA
Car Dealership Reuse Planning (TOD) – Lakewood, CO
Orange Avenue/Front Avenue Revitalization Plan – West Haven, CT
Whalley Avenue Revitalization Plan – New Haven, CT
Regional Growth Partnership Brownfields Assessments – New Haven, CT
West River Crossing Planning Grant Application – West Haven, CT
West River Crossing Waterfront Redevelopment Plan – West Haven, CT
West River Crossing DECD MDP – West Haven, CT
Developer Solicitation/West River Crossing Redevelopment – West Haven, CT
Roosevelt Mills Reuse Study – Vernon, CT
Norwalk Center Redevelopment/DECD MDP – Norwalk, CT
Steel Point Developer Solicitation – Bridgeport, CT
West End Redevelopment Plan/DECD MDP – Bridgeport, CT
West End Redevelopment Implementation – Bridgeport, CT
East Side/East End Redevelopment Plan/DECD MDP – Bridgeport, CT
South End Redevelopment Planning – Bridgeport, CT
Economic Assessment/Town Center Revitalization Plan – Deep River, CT
Parkade Shopping Plaza Reuse Concepts – Manchester, CT
South Green Development Master Plan – Tolland, CT
Downtown Conceptual Master Plan – Torrington, CT
GIS Brownfield Database for Economic Development – Derby, CT
Meriden Biotechnology Park DECD Project Plan – Meriden, CT

RELEVANT EXPERIENCE



OUTREACH + COMMUNICATIONS



Cadlerock Property Environmental Status – Ashford/Willington, CT
Brownfield Area-wide Redevelopment Strategy – Torrington, CT
Franklin Street Public Space Design/Road Closure – Torrington, CT
Berlin TOD Plan – Berlin, CT
Mariner's Way Discovery + Action Plan – Old Saybrook, CT
Transit-oriented Development Plan – Berlin, CT
Farmington Center Gateway/Parsons' Site Visualization – Farmington, CT
Downtown Revitalization Charrette – Derby, CT
Four Corners Sewer Expansion – Mansfield, CT
Belchertown State School Redevelopment – Belchertown, MA
37 MW Wood Biomass Plant – North Springfield, VT
Route 3 Corridor Study – Rocky Hill, CT
Radio Appearance and Business Forums – Putnam, CT
East Main Street/Route 1 Neighborhood Plan – Stamford, CT
Revitalizing Our Future – West Haven, CT
Neighborhood Revitalization Plans – Hartford, CT
Wilson Corridor Public Improvements – Windsor, CT
Downtown Revitalization Plan – Bristol, CT
Plan of Conservation and Development – Putnam, CT
Plan of Conservation and Development – South Windsor, CT
Plan of Conservation and Development – Tolland, CT
Plan of Conservation and Development – Woodbury, CT
West River Crossing Strategic Neighborhood Plan – West Haven, CT
South End Neighborhood Improvement Plan – Bridgeport, CT
U. S. EPA Brownfields Assessment Grant – East Hampton, CT
U. S. EPA Brownfields Pilot Program – Bridgeport, CT
East Side/East End Strategic Plan – Bridgeport, CT
Broad Street Neighborhood Improvement Plan – New Britain, CT
Stowe Village Master Redevelopment Plan – Hartford, CT
Executive Summary: Meeting Energy Needs 2020 – City of Hartford, CT
Resource Protection: The Need for Sewers – Mansfield, CT
Call for Offers: Mixed-use Investment – New Haven, CT
Private Equity Investment Summary: Wood Biomass Facility – North
Springfield, VT
Developer Solicitation: Redevelopment Opportunities – Bridgeport, CT
Developer Solicitation: Steel Point, Bridgeport, CT
Developer Solicitation: Downtown Business Revitalization – Derby, CT
Response to Developer Solicitation: West River Crossing – West Haven, CT
The Next 50 Years: Redevelopment of 2000 Day Hill Road (video) –
Windsor, CT
Protecting While Remediating: Endangered Species at 2000 Day Hill Road
(video) – Windsor, CT
Alternatives Analysis for Road Improvements (video) – Middlefield, CT
Resolving the Conflict: Balancing the Need for Road Improvements
with the Preservation of Town Centers (video) – Bolton, CT

RELEVANT EXPERIENCE



PLACEMAKING + URBAN DESIGN



Franklin Street Public Space/Trail Connectivity– Torrington, CT
Former Parson's Chevrolet – Farmington, CT
Transit-oriented Development & Connectivity Plan – Berlin, CT
East Main Street Corridor Plan – Stamford, CT
Streetscape Concept for STEAP Application – East Hampton, CT
Historic Train Station Site Improvements STEAP Application – Berlin, CT
North Main Streetscape Master Plan Design – Bristol, CT
Higginum Center Physical Enhancement Plan – Haddam, CT
Route 44 Public Improvement Concepts – Putnam, CT
Tolland Green Improvements Master Plan – Tolland, CT
Parking Improvements/Pedestrian Connections – Bristol, CT
Public Space Planning/Design – Bristol, CT
Post Office Improvements – Bristol, CT
Broad Street Improvements – Manchester, CT
Berlin Train Station Improvements Concepts – Berlin, CT
Arch Way Streetscape Master Plan - New Britain, CT
Broad Street NRZ Streetscape Master Plan – New Britain, CT
Whalley Avenue Pedestrian Connections – New Haven, CT
Seaview Avenue Improvement Plan – Bridgeport, CT
Rehabilitation and Signage Guidelines – West Haven, CT
Farmington Avenue Design Guidelines – Berlin, CT
Signage and Rehabilitation Guidelines – Bristol, CT
Broad Street Façade/Signage Guidelines – New Britain, CT
Signage and Façade Guidelines – West Haven, CT
Central Business District Master Plan – Cortland, NY
Gateway/Public Space Enhancement/Wilson Corridor – Windsor, CT
Clay Arsenal Gateway Improvement Concept – Hartford, CT
Neighborhood Center Concept/Upper Albany NRZ – Hartford, CT



Municipal Experience

Farmington Center Gateway/Parsons' Redevelopment – Farmington, CT: As a member of an interdisciplinary team, worked on behalf of the Gateway Committee to identify market-supportable reuse concepts for the vacant Parson's Chevrolet property anchoring the visually-prominent eastern gateway to historic Farmington Center. The concepts fit the character of Farmington Center rather than maximized what the market could support. Complete streets and universal design principles were also employed. The town's existing design standards within its village district zone regulations were reorganized and substantially expanded to guide future development at the Parson's site as well as Farmington Center.

Land Developability Analysis/Economic Development Implementation – Berlin, CT: As part of the Plan of Conservation and Development process, assisted the Town in a proactive approach to encouraging compatible development based on anticipated market demand. Assessed the physical characteristics of 11 general planning areas and provided land use recommendations. Further characterized ten specific sites and prepared a physical constraints map and two site development concepts per site based on identified markets. Presented results to property owners and interested citizens. Provided follow-up assistance by creating specific site development concepts on selected parcels.

New Urbanist Town Green – Berlin, CT: Created concept plans for contaminated property centrally located within the Town in an effort to create a town green as well as stimulate economic development. Concepts incorporated retail uses surrounding a town green, office quads and traditional street front retail. Green space, pedestrian oriented spaces and linkages were emphasized and a master plan for these elements was prepared to help the Town secure state implementation funding.

Downtown Revitalization Plan – Bristol, CT: Assisted with securing State DECD funding and prepared a comprehensive revitalization plan. Baseline technical analyses encompassing market trends, demographics, traffic, environmental contamination, parking, pedestrian circulation, historic/cultural resources, and urban planning elements were conducted and then an overall Action Plan was prepared to address four major components: public improvements, traffic/parking, commercial revitalization and redevelopment.

North Main Street Improvements – Bristol, CT: Prepared a master plan for streetscape improvements and traffic calming to physically unify a corridor connecting a heavily traveled state route with the City government complex and several businesses. Managed the preparation of preliminary and final design drawings, specifications and bid documents.

Public Space Planning and Design – Bristol, CT: Prepared initial concepts for four pocket parks along North Main Street, three on private property, to increase green space and extend visual interest beyond the sidewalk.

Contaminated Waterfront Redevelopment Planning– Bridgeport, CT: Participated in the initial data collection and evaluation of the 50-acre Steel Point in preparation of a Request for Proposal for a public-private partnership to attract mixed-use development. Subsequently assisted with evaluation responses and terms associated with the selected developer and planning for publicly funded infrastructure. Prepared an EIE to release \$200 million of state funds to begin remediation and site preparation in advance of private development. Also prepared EIE, examined remedial alternatives, and performed coastal resource evaluations and consistency determination; developed dredge disposal alternatives; prepared state and federal permits; and maintained coordination with involved agencies in order to redevelop the 43-acre former Carpenter Technology site for a water dependent user under a public-private partnership.

Farmington Avenue Design Guidelines – Berlin, CT: Developed site and architectural guidelines for neighborhood commercial development along an older commercial corridor occupied by independent businesses as well as smaller national retailers.

Directional/Gateway Signage Concepts – Berlin, CT: Working closely with Town staff and the Economic Development Committee, developed several signage prototypes that led to the development of a town-wide signage template.

South End Neighborhood Improvement Plan – Bridgeport, CT: Reviewed numerous plans pertaining to the project area; confirmed base line conditions of the neighborhood (demographic, land use, housing, physical resources, external forces, historic resources, and market); conducted business and resident outreach and created implementation strategies. Working with a steering committee consisting of a cross section of the community, developed the neighborhood's vision and four primary targets: sustain community leadership, restore livability, commit to physical improvements, and ensure compatible development. Specific implementation actions were created for each target.

West End Redevelopment Master Plan/CEPA Document – Bridgeport, CT: Participated in the preparation of a master plan to revitalize a 400-acre corridor that once contained some of the City's largest and most prominent manufacturers. Recommendations included strategies for demolishing functionally obsolete buildings within a historic district; business retention and expansion; and marketability. Prepared an environmental assessment in accordance with CEPA to implement the Department of Economic Development-funded project.

East Side Neighborhood Stabilization Study/Municipal Development Plan – Bridgeport, CT: Through a planning grant from the Department of Economic and Community Development, developed a neighborhood stabilization plan addressing employment and training; redevelopment of a former public housing complex and an abandoned Remington industrial complex; retention of existing businesses; development of an institutional support system and physical improvements. At the same time, a Municipal Development Plan was prepared to obtain funding for specific action areas. The project launched an extensive community outreach effort within two distinct neighborhoods. Over 30 separate meetings and interviews were conducted to identify needs and develop solutions.

Gateway/Streetscape Improvements for Route 66 – East Hampton, CT: Through a Small Town Economic Assistance Program (STEAP) grant, prepared an overall concept plan for streetscape amenities, gateway signage and period lighting along a one-half mile of East High Street, the commercial center of East Hampton. While developing the master plan, assisted the Town by reviewing ConnDOT plans for two intersections within the corridor and provided recommendations for making the slated improvements more context-sensitive. Several public meetings were organized to communicate design options and aesthetic treatments. Once funding was obtained, design plans and specifications were developed and the project was successfully constructed. On-going coordination with ConnDOT was maintained. Individual property owner meetings were arranged and a point-of-contact was established to facilitate direct communications throughout design and construction.

New England Small Farm Institute – Belchertown, MA: While working under a Letter of Intent to redevelop Belchertown State School, explored opportunities with the adjacent NESFI property to define new revenue sources. Concepts developed included branding and incubating biochar, site analyses for a solar array that would work in harmony with the Farm's agricultural uses, and constructing a conference center to accommodate weekend retreats in sustainable gardening and green energy.

Economic Assessment/Town Center Revitalization – Deep River, CT: Identified potential markets and then focused on specific Targeted Economic Development Sites (TEDS) by creating implementation actions and development concepts for each area.

ADDITIONAL EXPERIENCE

Manchester Parkade/Broad Street Redevelopment – Manchester, CT

When a 250,000 SF building on 18-acres remained vacant for a number of years and the Town of Manchester was unable to stimulate meaningful dialogue with the property owner, led a consulting team that completed a market assessment of the property and developed a series of conceptual plans reflecting various uses ranging from recreational to retail. The physical context of Broad Street was also analyzed and a schematic master plan was developed to provide visual unification, restore pedestrian connections from the adjacent neighborhoods and impart human-scale to a commercial corridor that had become dominated with auto-related uses. During a public presentation of the development options, representatives of the property owners showed up and approached the town after the meeting—the redevelopment of the Parkade site and related improvements to the Broad Street commercial corridor were set in to motion. It took over ten years and a fleet of subsequent consultants to begin implementation as the Town needed to secure funds to purchase, remediate, and demolish the site and find a suitable developer given the economic downturn. Streetscape improvements are now in place and the Town developed a greenway plan to tie the site to Bigelow Brook. In 2014, the Town acquired and demolished three vacant auto-related properties and is considering two options for redevelopment.



Parkville Revitalization/TOD – Hartford, CT

Working with the Parkville Revitalization Association, prepared a comprehensive redevelopment plan encompassing two commercial corridors and a massing of contaminated functionally-obsolete properties for the purpose of promoting the overall commercial district and attracting new businesses to the vacant brownfield properties. A market assessment identified gaps and was used to develop recommendations for promoting the commercial district. A detailed analysis of the underutilized, blighted and potentially contaminated Bartholomew Avenue corridor, in close proximity to three of the originally proposed stations for CTfastrak, was completed. Ms. Ferro and an interdisciplinary team then analyzed land use, zoning, traffic, pedestrian circulation, parking and urban design elements of the corridor; evaluated contamination costs and timing; and prepared redevelopment concepts



for three targeted areas. Initially, the neighborhood had anticipated the use of one parcel for transit- oriented development; however, the study identified the potential for linkages within the entire Bartholomew Avenue. Using the redevelopment plan as a foundation, Ms. Ferro secured DECD funding of a Municipal Development Plan under CGS Chapter 132 and prepared the Plan. The technical evaluations and site concepts in both plans were used to examine I-84 roadway/off-ramp configurations related to the Flatbush station and were also used by the PRA to attract development interest in the corridor. After the MDP was approved by the City, a series of site concepts for a contaminated 36-acre site situated at the end of the Exit 45 off-ramp were prepared.

Orange Avenue/Front Avenue Revitalization Plan – West Haven, CT

Looking to attract development to the larger underutilized parcels along the Boston Post Road, referred locally, much to the disdain of West Haven, as Orange Avenue, led a team of planners, landscape architects and market analysts examined baseline physical and economic conditions from Front Avenue to the Orange town line and identified specific nodes of development potential. Rather than treating the area linearly, the team sought to create concentric nodes of activity in the areas determined to have the highest redevelopment potential. Concepts showing alternative types of land uses were created and implementation strategies were put forth. The expanding presence of the University of New Haven and student impact to the local retail market was considered by the team. The revitalization plan led to the creation of specific design standards, which Ms. Ferro developed.

ADDITIONAL EXPERIENCE (continued)

West River Crossing Development Plan – West Haven, CT



After securing a planning grant from the DECD, led an interdisciplinary team that developed a comprehensive approach to reclaiming West Haven's major gateway and waterfront. Technical analyses examining traffic, demographics, market forces, environmental contamination, coastal resources, infrastructure, and public spaces were combined with information from a comprehensive neighborhood and business outreach program. Working with a LEP, general remedial cost estimates were developed and a level of relative environmental risk was assigned to each property.



A strategic plan outlined implementation strategy that focused on environmental remediation to redevelop a key parcel along the waterfront; major public improvements to restore the neighborhood's livability; targeted physical improvements for retaining existing businesses; and conversion of the main road frontage to neighborhood commercial business. A Municipal Development Plan prepared under DECD guidelines and approved by the City, was used to begin implementation. Subsequently worked on a series of public-private partnership proposals involving a professional soccer stadium, a luxury residential condominium development, and the relocation of the corporate headquarters of a Connecticut-based utility company.

Reed-Putnam Redevelopment Plan/CEPA Document – Norwalk, CT

Working with the DECD and the City of Norwalk' Redevelopment Agency, Ms. Ferro evaluated development alternatives and completed an impact analysis of a 70-acre area along the Norwalk River, south of Interstate 95. Primary issues included coastal zone consistency, floodplain management, traffic, air quality, and general land use and economic redevelopment consequences. The analyses also involved an assessment of consistency with local/state plans; coordination with local and state agencies; and review of existing and planned waterfront-oriented recreational and entertainment uses. The work was completed under an accelerated schedule to meet City concerns with respect to private developer financing. The funding released as a result of the analysis was a critical step in transforming the area into a mixed-use, transit-adjacent development. A \$20 million Special Act administered by DECD for infrastructure improvements includes improvement to the Reed Street railroad underpass for better access into SoNo, Heritage Park, the Norwalk riverfront and the Maritime Aquarium, while simultaneously providing traffic relief for West Avenue. Other infrastructure improvements include: widening West Avenue, significant on and off ramp improvements for I-95 and Route 7, new and wider sidewalks, and the location of utilities underground, all of which are designed to enable the project to work effectively within the context of the city. The project also includes construction of the Maritime Parking Garage, extension of Pine Street, Brownfield remediation and improvements to Heritage Park.



ADDITIONAL EXPERIENCE (continued)

Route 44/I-395 Corridor Analysis – Putnam, CT

Route 44 serves as Putnam's northern gateway from I-395 (originally the Connecticut Turnpike). Given excellent accessibility and geographic proximity within the "Quiet Corner", the corridor attracted a number of automobile dealerships followed by big-box regional retailers. After completion of the Plan of Conservation and Development, the Town sought guidance on the consequences of this continued development pattern. Ms. Ferro led a team of planners and landscape architects who assessed land use, zoning, physical features and traffic patterns to identify areas suitable for development and establish an eastern terminus for future growth. Westward, Route 44/School Street consists primarily of single-family homes and small commercial establishments, many of which occupy underutilized properties or buildings that have not been well-maintained. The team prepared computer-simulated renderings to illustrate how improvements within the public right-of-way could visually unify the corridor and present an inviting image to downtown Putnam.



South Green Development Master Plan – Tolland, CT

During the preparation of the town's Plan of Conservation and Development, a market assessment was prepared to assist in formulating strategies to encourage desirable land uses. In response to residents' concern over developing one of the town's major gateways from Interstate 84 at Route 195 (the "UConn exit") a series of alternative concept plans for mixed-use and office/commercial were developed to depict desirable density and format. A number of adjacent parcels were incorporated into the plan along with public space and pedestrian linkages to nearby community facilities and the South Green. This initial effort led to

zoning regulations limiting the size of large format retail. Fieldstone Commons, anchored by Big Y Supermarkets, subsequently was constructed. The Town later completed a more comprehensive analysis to develop a Gateway Design District.

References

Geoffrey Fitzgerald, PE, AICP - Branch Manager

Bohler
16 Old Forge Road
Rocky Hill, CT 06067
T: 860.333.8900
E: gfitzgerald@bohlereng.com

Rose Ponte - Economic Development Director

Town of Farmington
1 Monteith Drive
Farmington, CT 06032
T: 860.675.2395
E: ponter@farmington-ct.org

Sam Haydock, LEP

BL Companies
355 Research Parkway
Meriden, CT 06450
T: 203.314.7369
E: SHaydock@blcompanies.com

Erin Wilson Howard, AICP – Director of Economic Development

Director of Economic Development
250 Constitution Plaza, 4th Floor
Hartford, CT 06103
Erin.Howard@hartford.gov
T: 860.757.9071

Adam Winstanley - President

Winstanley Enterprises
150 Baker Avenue Extension
Suite 303
Concord, MA 01742
T: 978.287.5000
E: AWinstanley@winent.com



Insurance and Liability (Appendix A)

Good Earth Advisors LLC, if selected, will adhere to the provisions of RFP #EPC-039-050420 as follows:

INSURANCE REQUIREMENTS

Certificate of Insurance: All insurance policies must include a Waiver of Subrogation whereby the insured waives its right to subrogate against the City, its subsidiaries, employees, volunteers, directors and officers. Proof of proper insurance coverage, Workers Compensation Insurance, Liability and Property damage, and Vehicle Insurance shall be filed with the City of Torrington Purchasing Agent within 10 days after the award of the bid. The Certificate of Insurance must name the City of Torrington, 140 Main St., Torrington, CT, its subsidiaries, employees, volunteers, directors & officers as the "Additional Insured" and filed with the Purchasing Agent prior to commencement of work. Renewal Certificates of Insurance must be mailed to the Purchasing Agent 10 days prior to the expiration of the required coverage. *(General Evidence of Insurance attached)*

NON-DISCRIMINATION

The respondent agrees and warrants that in the performance of the contract pursuant to this solicitation he/she will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, mental retardation or physical disability or other basis in any manner prohibited by the laws of the United States, the State of Connecticut or the City of Torrington.

INDEMNIFICATION

To the fullest extent permitted by law, the Firm shall indemnify and hold harmless the City and their respective consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of attorneys and other professionals and court and arbitration costs) arising out of or resulting from the performance of the Firm's work, provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission by the Firm, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the Firm to perform or furnish services, or anyone for whose acts the Firm may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

As to any and all claims against the City or any of its consultants, agents or employees by any employee of Firm, by any person or organization directly or indirectly employed by Firm to perform or furnish any of the work, or by anyone for whose acts Firm may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for Firm under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

APPENDIX B
REQUEST FOR PROPOSAL
City of Torrington
On-Call Economic Development Planning Consultant
RFP #EPC-039-050420

Acceptance of Terms of this Agreement

Name of Proposer: GOOD EARTH ADVISORS LLC

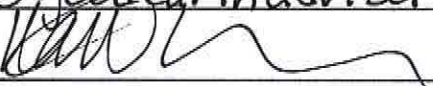
Contact Person: VALARIE FERRO

Address: PO BOX 159

City/State/Zip: AVON CT 06001

Telephone: 860.559.4062 Fax: NA

E-mail: Val.ferro@goodearthadvisors.com

Authorized Signature  Title: President

Name Printed: Valarie Ferro Date: 4.29.2020

Federal Tax Identification Number: (FEIN) 46-5380920

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.

**APPENDIX C
REQUEST FOR PROPOSAL
City of Torrington
On-Call Economic Development Planning Consultant
RFP #EPC-039-050420
NON-COLLUSION AFFIDAVIT**

STATE OF Connecticut COUNTY OF Hartford

I, Valarie Ferro, being first duly sworn, deposes and says that:

1. I am Valarie Ferro, President of Good Earth Advisors LLC, the Bidder that has submitted the attached Bid for "#EPC-039-050420 ON CALL";
2. I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid; ECONOMIC DEVELOPMENT PLANNING CONSULTANT
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract, for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Torrington or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Printed) Valarie Ferro

(Signed) [Signature]

(Title) President

Subscribed and sworn to before this 1 day of May, 2020.

Sara Griffin
Notary Public Printed

[Signature]
Notary Public Signature

**SARA GRIFFIN
NOTARY PUBLIC
MY COMMISSION EXPIRES MAR. 31, 2023**

My Commission Expires March 31, 2023

(Notary Seal)

NOTE: Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

State of Connecticut

Department of Administrative Services

Supplier Diversity Program



This Certifies

Good Earth Advisors LLC

PO Box 159 Avon CT 06001

Woman Owned

Small/Minority Business Enterprise

January 28, 2020 through January 28, 2022

As a

Owner(s): Valarie Ferro, AICP

Contact: Valarie Ferro

E-Mail: info@goodearthadvisors.com

Telephone: 860\559-4062 Ext: **FAX:**

Web Address: www.goodearthadvisors.com

****Affiliate Companies:**

Meg Yetishelsky

Supplier Diversity Director

M. Murray

Supplier Diversity Specialist

** A contractor awarded a contract or a portion of a contract under the set-aside program shall not subcontract with any person(s) with whom the contractor is affiliated.



Cost Proposal

RFP #EPC-039-050420

On Call Economic Development Planning Consultant

Services provided by Good Earth Advisors LLC will be performed as requested by the City of Torrington on an as-needed basis.

The following fees will apply:

Hourly Rate: \$95.00

Regularly Scheduled EDC Meetings: billed hourly not to exceed \$250.00

No mileage reimbursement will be levied.
