

UNIVERSITY OF CONNECTICUT
REQUEST FOR EXPRESSIONS OF INTEREST
TO PROVIDE STUDENT HOUSING IN DOWNTOWN STAMFORD, CONNECTICUT

Responses due by 4:00 p.m. on Thursday, May 30, 2023

Introduction

The University of Connecticut (“University”) is seeking innovative solutions to the provision of student housing in downtown Stamford, to be occupied on August 1, 2025, August 1, 2026 or August 1, 2027. By this Request for Expressions of Interest (this “Request” or “RFEI”), the University requests proposals (“Responses”) from parties (“Respondents”) who will be considered to provide such student housing. Prospective Respondents who wish to be informed when answers to questions, supplemental information, or amendments are posted pursuant to Section 6.3 should so notify the University by sending an email to Realestate@uconn.edu.

Respondents may submit more than one Response. However, each such Response must be submitted separately.

The University will review each Response under the process described in Section 4 to determine whether each such Response meets the Project Requirements (as defined in Section 2) and the Qualification and Evaluation Criteria (as defined in Section 3). Responses that the University includes, in its sole discretion, on the shortlist described in Section 4 may, subject to Section 6.4, be invited to participate in the next step of the University’s selection process.

1.0 Location

The University will consider responses that contemplate the provision of student housing on property controlled or owned by the Respondent (a “Respondent Property”). In order to qualify as a Respondent Property, the property must be within ½ mile radius from the UConn Stamford Main Campus Building, located at the corner of Broad Street and Washington Boulevard.

2.0 Project Requirements

2.1 A Response must contain a sufficient level of design and documentation, including a site plan, conceptual elevations, and schematic floor plans to convey how the Respondent intends to provide student housing in downtown Stamford (a “Schematic Proposal”). Responses with Schematic Proposals that do not meet both the General Requirements and Program Requirements will, subject to Section 6.4, be rejected.

2.2 General Requirements. A Response shall meet the following General Requirements:

2.2.1 Responses must provide for the opportunity for the University to occupy residential apartment units totaling no less than 225 beds and no more than 375 beds of student housing in a combination of unit layouts and sizes.

2.2.2 The Respondent shall propose the total rent for all units and student beds under the terms of a University Master Lease, but it may not exceed an average of \$9,000/bed (in today’s dollars) for a 12-month term. Responses shall include specific details and

information concerning the expected University commitments to the Project, both monetary and non-monetary if any, including but not limited to total rent, duration of agreements or commitments (not to exceed 20 years), anticipated operating expenses or requirements, forms of continuing agreements or commitments, etc.

2.2.3 Responses shall detail and provide information concerning the proposed operation of the property, whether it expects the property to be managed by the Respondent, University or a third party, and what other commitments it is expecting, if any, from the University in regard to on-going operation of the project.

2.2.4 Sufficient evidence shall be provided in the Response that shows a financial capacity to execute the Respondent's proposal. The determination of the sufficiency of such evidence will be at the sole discretion of the University. Financial statements for the past 5 years or equivalent information shall be provided for each member of the Respondent's team.

2.2.5 Responses must demonstrate a viable financing structure and capability. Responses shall include sufficient details, information and commitments concerning the financing sources necessary to support implementation of the Proposal, including but not limited to, identification of a bona fide third party lender or evidence of sufficient assets to self-finance the Proposal.

2.2.6 All Respondents must provide a milestone schedule showing the proposed duration for major activities, completion and occupancy dates, including design phases, expected review and approval times by the University, and construction sequences and activities.

2.2.7 A member of the Respondent's Team must show evidence of control and/or majority ownership of the proposed property.

2.2.8 The property must be able to receive zoning and/or all necessary development or operating approvals from the City of Stamford for the Response within nine (9) months from execution of a Lease or Letter of Agreement to provide student housing.

2.2.9 The Response should show how the housing proposal will complement the condition, scale and use of neighboring properties. To the extent possible, the proposed property should facilitate the University's contribution to promoting economic development and complementing ongoing revitalization efforts in Stamford.

2.3 Program Requirements: The Response shall meet the following Program Requirements:

2.3.1 A Response may include a site or building that has more units than identified to meet the size requirement in Section 2.2.1, but student space must be segregated and have its own entry and dedicated vertical transportation.

2.3.2 All units shall be apartments, with bedrooms, a living room and a full kitchen, with new appliances including a refrigerator, microwave, dishwasher and oven/range. One bathroom in the unit should be provided for every two beds.

2.3.3 Bedrooms of a size to accommodate double occupancy is preferred. To attain double occupancy, the bedroom will need to accommodate two (2) individual non-stacked extra-long twin beds, two 48" long desks, and two 20 square feet closets or bureaus within the room and be approximately 12' by 14' or equivalent. Some single occupancy bedrooms will be required and a minimum of 7.5% of the bedrooms should accommodate single occupancy.

2.3.4 A mix of one-bedroom (2 occupants), two-bedroom (4 occupants) and three-bedroom (6 occupants) units is acceptable. If possible, having 70% or more of the units being two-bedroom is preferred. No studio units are required, but if they are provided, they should be large enough to accommodate 2 occupants.

2.3.5 The proposed property must be fully accessible to individuals with disabilities.

2.3.6 If possible, a congregational space with a capacity of at least 100 people should be included in the master leased area. An amenities area with several study rooms, small gathering spaces and game room is also preferred. The University generally avoids balconies and roof-top decks.

2.3.7 The Respondent Property should provide either a central on-site laundry facility with at least one washer and dryer per 20 occupants or a washer and dryer in each unit.

2.3.8 Parking shall be provided at a rate of no less than one space per three beds, or to meet zoning requirements, whichever is greater. If parking cannot be accommodated on site, the Response shall identify where parking is being provided, which cannot exceed a five-minute walk from the property.

2.3.10 The design should comply with the University's Design Standards located at <http://updc.uconn.edu/contractors-working-at-uconn>. If applicable, identify any areas in your Response where it does not meet the University Design Standards.

2.3.11 A typical division of responsibilities between the University and the Respondent is provided in Schedule A of this RFEI. The Respondent should clearly identify any deviations if any from these standards in their Response.

2.3.11 Provide a minimum 10-year operating statement/proforma for the Response showing the anticipated revenue, expenses and net operating income.

3.0 Qualification and Evaluation Criteria

3.1 Responses that do not meet the Project Requirements and/or are otherwise incomplete or unclear will, subject to Section 6.4, be rejected.

3.2 The "Qualification and Evaluation Criteria" are the following:

3.2.1 Experience. The Respondent team must demonstrate adequate experience in developing properties of similar size, scale and cost to its Proposal. Responses will be evaluated on the

degree to which Respondent teams demonstrate experience executing projects similar to its Response that were delivered on schedule and on budget.

3.2.2 Financial. Responses must provide a viable financing structure. Responses will be evaluated on the degree to which a Respondent team demonstrates the structure and financial capacity to execute its Response, and the degree to which the obligations and commitments expected of the University, both monetary and non-monetary, are favorable to the University.

3.2.3 Proximity. Proximity to the existing UConn Stamford Main Campus Building. The University will give preference to projects that are closer to the University campus.

3.2.4 Parking. Responses must demonstrate that they can meet the parking requirements. Responses will be evaluated on the degree to which parking arrangements and terms are favorable to the University and/or the students.

3.2.5 Schedule. All Respondent's must commit to a project completion date so that occupancy by the University can be guaranteed for the start of an academic year. The degree to which Respondents can provide an earlier completion and occupancy date will be considered as part of the evaluation.

3.2.6 Design. Design proposals shall meet all requirements outlined for the Schematic Design. Responses will be evaluated on the degree to which the design submissions meet the operational needs of the University (such as student access, security, amenities, unit layouts, etc.) and on the degree of appropriateness of the building/property to the neighborhood and its aesthetics.

3.2.7 Economic Impact. Responses must demonstrate that they will have a positive economic impact on the surrounding area. Responses will be evaluated on the degree to which the proposed project facilitates the University's contribution to promoting economic development and complementing on-going revitalization efforts in Stamford.

4.0 Process

4.1 The University will conduct the following general selection process for the project.

4.1.1 Step 1: By this process, the University solicits Responses.

4.1.2 Step 2: The University will evaluate the Responses and determine the Respondents that demonstrate, at the sole discretion of the University, compliance with the Project Requirements and will establish a shortlist from such Respondents based on the Qualification and Evaluation Criteria.

4.1.3 Step 3: The University will request more detailed information or clarifications from the shortlisted Respondents, if necessary. The University may notify one or more Respondents that they have not been selected to proceed to Step 3 or 4.

4.1.4 Step 4: The University may choose to enter negotiations with one or more Respondents.

The University may elect to hold joint informational meetings with any and all prospective Respondents at any time during the process. Such meetings may be mandatory or optional at the University's discretion. Respondents are strongly encouraged to attend optional meetings. All Respondents are responsible for and deemed to have knowledge of all information presented at optional meetings, even if not present.

In addition to any joint informational meetings, the University may hold one or more one-on-one meetings with one or more Respondents. The University will notify each selected Respondent in writing of the date, time and location, rules, requirements and protocols for such meetings and the names or positions of personnel that are to attend. The purpose of these meetings is for the University to obtain clarification or further information from specific Respondents. The purpose of the meetings is not for the University to answer additional questions from the Respondents.

5.0 Form of Responses 5.1 Responses shall conform to the following format:

- **Tab #1: Letter of Response and General Respondent Information**
 - o Name and contact information for the Respondent's point of contact. If the Respondent is an entity, provide identification of the parent entity and the key individuals. Identify the control and/or ownership structure of the Respondent.
 - o Respondent Team and Contacts. The team member assigned construction duties must be prequalified by the State of Connecticut.
- **Tab #2: Schematic Proposal- Programmatic Requirements**
 - o Introduction clearly stating (with reference to pages and/or section numbers in the Schematic Proposal) that the Schematic Proposal meets the Project Requirements.
 - o A Schematic Proposal sufficient to demonstrate compliance with the applicable Project Requirements and the Qualification Criteria.
- **Tab #3: Financial Requirements**
 - o A conceptual financial structure and commitments sufficient to demonstrate compliance with the financial requirements of the Response.
- **Tab #4: Ethics Forms**
 - o For each team member, OPM Ethics Forms 5, 6, and 7. Forms are available at http://www.ct.gov/opm/cwp/view.asp?a=2982&q=386038&opmNAV_GID=1806

6.0 Delivery of Responses

6.1 To be considered responsive, written responses must be submitted in the following two ways:

- A. In **hard copy**, by delivery of three (3) copies to:
 - University of Connecticut
 - Office of University Planning Design and Construction (UPDC)
 - One Discovery Drive, Unit 6038
 - Storrs, Connecticut 06269

Attention: Robert Corbett – Interim Associate Vice President

B. **Electronically**, to be delivered to Robert.Corbett@uconn.edu

6.2 Hard copies and electronic submissions must be received no later than 4:00 p.m. local time on Thursday, May 30, 2024. Responses must be in actual possession of UPDC prior to this time and date; **late submissions may be accepted and reviewed at the University's discretion and the University reserves the right to close this RFEI to Responses at any time.**

6.3 All questions and clarification requests must be directed, in writing, to Realestate@uconn.edu. Please do not phone the Office of University Planning Design and Constructin or other offices of the University. Questions must be submitted in writing **no later than 4:00 p.m. local time on Tuesday, May 14, 2024.** The University will endeavor to post Answers to relevant questions by the end of the day on Friday, May 17, 2023. Answers to relevant questions, without attribution, will be posted on the following University of Connecticut website: updc.uconn.edu. Supplemental information or amendments to this Request for Expressions of Interest, if necessary, will also be posted on this website, so Respondents are advised to check the site frequently. Respondents may not rely on oral Communications or other information disseminated outside the official communication process specified herein.

6.4 The University reserves the right to unilaterally and without cause accept or reject any or all Responses, and to withdraw this Request at any time before or after the submittal period has closed. The University may at any time in the process of evaluating Responses seek written clarification and supporting information for a Response. Further, the University reserves the right, in its sole and absolute discretion, in order to obtain facilities and terms in the best interests of the University, (i) to discuss a submission or enter into negotiations with any Respondent without notice to other Respondents; (ii) to enter into discussions or negotiations with respect to the subject matter herein with parties not responding to the Request without notice to the Respondents; (iii) to discuss, negotiate and enter into agreements relating to the subject matter of the Request with more than one respondent or any other party with respect to different responsibilities; (iv) to suspend or discontinue any such discussions or negotiations at any time; (v) to extend, reopen, modify, cancel and/or reissue this Request for Proposal; and (vi) to use the Responses as a basis for negotiation and to negotiate with one or more Respondents on terms other than set forth in this Request.

6.5 There shall be no recourse against the University related to changed terms or conditions, or against the University or the selected Respondent by the other Respondent related to any changed terms or conditions.

6.6 All Responses are to be the sole property of the University and response documents will not be returned to the submitting Respondent.

6.7 Each Respondent, and not the University, shall be responsible for all of its costs associated with its participation in this process, including, but not limited to, costs incurred in the preparation of its Response and submittals, investigation and other due diligence activities, and its participation in any discussions or meetings or negotiations. The University shall in no way be liable for any cost or expense incurred by any Respondent in preparing a Response.

6.8 This RFEI does not constitute an offer by the State. The Respondent waives any right it may have to bring any claim, whether in damages or equity, against the University, its agents and employees, with respect to any matter arising out of any process associated with this RFEI.

6.9 Upon receipt by the University, all Responses are considered a public record or file, subject to the Freedom of Information Act ("FOIA"), and to public disclosure unless otherwise protected. The University may withhold from disclosure the Responses until the completion of the procurement process, pursuant to § 1-210(b) (24) of the Connecticut General Statutes, which provides that nothing in the Freedom of Information Act shall be construed to require the disclosure of:

"Responses to any request for Proposals or bid solicitation issued by a public agency or any record or file made by a public agency in connection with the contract award process, until such contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier, provided the chief executive officer of such public agency certifies that the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record or file."

The Respondent is responsible for identifying any and all information it considers a trade secret, commercial or financial information submitted in confidence and not subject to release by statute, unless such earlier claims were already adjudicated by the Freedom of Information Commission.

6.10 No member of a Respondent's team may communicate with members of another Respondent's organization to give, receive, or exchange information, or to communicate inducements, that constitute anti-competitive conduct in connection with this RFEI process. Should the Respondent team include subcontractors or team members that are common to another Respondent team(s), the Respondents and common subcontractors or team members must ensure that communications between the parties do not violate this provision.

6.11 Responses made to the University shall constitute acceptance of all of the terms and conditions set forth in this Request for Proposal by the Respondent.

6.11 Respondents are hereby noticed that at the conclusion of the selection process and successful negotiation, the selected Respondent will be required to enter into a written agreement with the University. No agreement shall be binding and effective upon the University until such time as such agreement is approved by the University's Board of Trustees and the Attorney General's Office. At the time such agreement is executed, respondents shall be required, if applicable, to sign certain affidavits and/or certificates, including but not limited to the following affidavits:

1. Certificate of Authority
2. OPM Ethics Form 1
3. Nondiscrimination Certification

Copies of the affidavits and certificates can be obtained at the following link:

<http://www.attorneygeneral.uconn.edu/contracts.html>

[End]

EXPENSE RESPONSIBILITY MATRIX

UConn STAMFORD HOUSING RFEI

SCHEDULE A

	EXPENSE RESPONSIBILITY		AN "X" IN THE BOX DESIGNATES THE RESPONSIBLE PARTY
	UConn	LESSOR	Notes
1 UTILITIES: a. Electrical Consumption b. Water Consumption c. Sewer Use d. Gas Consumption (if applicable) e. Oil Consumption (if applicable) f. Cable, Telephone and Internet Service g. Water Connection Fees h. Sewer Connection Fees	X X X X	 X X X X	To be paid direct to Electrical Supplier by UCONN Paid by Owner Paid by Owner To be paid direct to Supplier by UCONN To be paid direct to Supplier by UCONN To be paid direct to Supplier by UCONN Included in Development cost Included in Development cost
2 TAXES AND INSURANCE: a. Real Estate Taxes b. Property Insurance c. Personal Property Tax (if applicable) d. Builder's Risk Insurance e. General Liability Insurance		 X X N/A X X	Paid by Owner Paid by Owner UCONN property would be tax exempt Included in Development cost Paid by Owner
3 FF&E: a. Furniture - Purchase/Installation b. Furniture - Normal Wear & Tear c. Furniture - Replacement or Damage d. Appliance Repair/Replacement e. Restroom Accessories f. Restroom Supplies g. Audio/Visual Wiring/Infrastructure g. Audio/Visual Equipment	 X X X 	 X X X X X	 Except damage shall be paid by UConn Installed during Construction Supplied by UConn or Tenant Supplied to agreed-to locations Amenities area only
4 PROPERTY MANAGEMENT: a. Security/Access Control Systems b. Access Control Maintenance/Programming c. Security Personnel (if applicable) d. Property Management	 X X	 X X	Initial system/device installation included in Development Coordinated with UConn tenants Done by Owner or third-party manager
5 MAINTENANCE: a. Common Area Custodial b. Common Area Maintenance c. Unit Custodial d. Unit Trash and Debris Removal e. Dumpsters f. Lease Area and Unit Maintenance g. Snow Removal h. Heating and Cooling Systems i. Plumbing Systems - Capital j. Plumbing Systems - Clogs/Repairs k. Elevators l. IT and Wifi Cabling Maintenance m. Wireless Devices n. Exterior Signage o. Window Cleaning - Interior p. Window Cleaning - Exterior	 X X X	 X X X X X X X X X X X X X X	UConn responsible for oversight of occupants Trash moved from units to central location or dumpsters Owner will provide dumpsters and/or off-campus disposal Except for damage, which is paid by UConn Paid by Owner Paid by Owner Paid by Owner Paid by Owner, except for abuse by Tenants Paid by Owner Maintained by Owner or Third Party service provider To UConn standards Annual cleaning by Owner Annual cleaning by Owner
6 CAPITAL EXPENSES: a. Heating and Cooling Systems b. Fire Protection/Life Safety Systems c. Plumbing/Other Mechanical Systems d. Electrical Systems e. Structural Systems f. Exterior, Windows and Roofing g. Doors, Flooring and Ceilings		 X X X X X X	