

REQUEST FOR QUALIFICATIONS
Development of a Comprehensive Plan Update
for the Town of Galway, NY
issued by
Town of Galway, New York
September 13, 2022

The Town of Galway New York is seeking qualifications from qualified individuals, consulting firms or teams to provide technical assistance in the preparation of an Update to the 2006 Comprehensive Plan pursuant to Article 16 Sec. 272-A of NYS Town Law.

Study Purpose

The purpose of this Comprehensive Plan is to help guide the Town's future vision and develop the tools necessary to shape desired future land use. This purpose will be achieved through an open participatory process that provides the community with an understanding of how the Town's future development and growth should occur.

Background/General Scope

The Town of Galway is located in Saratoga County, New York. It has been over a two decades since the Town of has updated its Comprehensive Plan. Through a community planning process the Town desires to balance future development, plan for infrastructure, modify and revise current and existing code and zoning issues and identify strategies to assist with the realization of a community vision for the future.

The pressing issues facing the Town today require a confirmation of the Town's future land use vision for this area utilizing a productive, open and extensive public involvement process. The Town desires to use this process to raise the knowledge level of town residents, officials, volunteers and board members regarding land use development issues and management options and techniques.

Comprehensive Plan Elements

The goal of the Comprehensive Plan is to provide a documented community-wide vision to guide the growth, development and redevelopment of the community, improve the stability, physical condition and economic well being of the Town, and make Galway a more livable and sustainable community of choice. Based on this goal, the Comprehensive Plan Advisory Committee – a diverse group of stakeholders will work with the chosen consultant to guide the development of the plan. The following is a list of Comprehensive Plan elements that will form the foundation of the Plan.

Potential Components

- Community Profile and Demographics
- Sustainability and the Environment
- Economic Development and Job Creation
- Agricultural Preservation
- Neighborhood Preservation and Enhancement
- Housing Revitalization, Rehabilitation and Reconstruction
- Transportation and Mobility
- Culture, Art and Historic Resources

- Community Services, Facilities, and Institutions
- Public Safety
- Land Use
- Parks, Recreation and Open Space
- Infrastructure
- Goals, Recommendations, and Strategies
- Implementation Plan

To accomplish this goal, the Town is looking for the process, content, and structure of a Comprehensive Plan that achieves the following:

- Builds upon previous plans while identifying areas of improvement.
- Incorporates and promotes the principles of Smart Growth and Sustainability.
- Identifies how to facilitate better connections within facets of the community, complements the current efforts of citizens, neighborhoods, businesses and other stakeholders, and ensures that the most is made of their resources and energy.
- Promotes participation by all segments of the community by offering a wide range of communication media, including press releases, public displays, surveys, and interactive web based tools.
- Minimizes cost and waste by making information easily and efficiently available, by providing electronic media and making printed copies available at the local library, government offices, and other publicly accessible outlets.
- Fulfills the requirements of SEQRA.

Submission of Qualifications

Qualifications will be evaluated according to the following criteria:

1. Relevant experience, including that related to advising municipalities on land use relevant to comprehensive planning, zoning and other land use regulations. (25%)
2. Familiarity with the region and knowledge of the Town of Galway. (15%)
3. Qualified personnel to be assigned to this project. (15%)
4. Comprehensive Planning experience of firm and proposed staff. (15%)
5. Experience with public participation. (15%)
6. Success with grant development and implementation. (15%)

Qualifications are due by 4:00 pm on October 11, 2022 at the Town Supervisor’s Office, Town of Galway 5910 Sacandaga Road, Galway, New York 12074. Five (5) copies of the Statement of Qualifications shall be furnished.

The Town of Galway reserves the right to reject any or all submissions associated with this work.

Additional Information:

Questions about the project should be directed to Michael Smith, Supervisor – (518) 779-9425.