

REQUEST FOR PROPOSALS

DESIGN SERVICES FOR THE RENOVATIONS AND REPAIRS OF THE NORTH AND SOUTH PARKING GARAGES AND VARIOUS OTHER SITE IMPROVEMENTS AT THE RHODE ISLAND CONVENTION CENTER

RHODE ISLAND CONVENTION CENTER AUTHORITY

One LaSalle Square, Providence, RI 02903



The following are critical dates and times:

Respondent Notification: March 22, 2023

Mandatory Walk-through Meeting: April 3, 2023 at 11:00AM -James P. McCarvill Board Room

2nd Floor, Rhode Island Convention Center. One Sabin Street, Providence, RI 02903

Proposal Response Due: April 14, 2023, 2:00PM

Interview (if held) shall be on: April 19, 2023

PURPOSE OF WORK

The successful Proposer will reserve the right to enter into an agreement to supply the Rhode Island Convention Center Authority with design services for the renovations and repairs at the North and South Parking Garages and other various site improvements at the Rhode Island Convention Center as outlined in this document. The successful firm may be assigned further projects in the Amica Mutual Pavilion (AMP) and the RI Convention Center.

DESCRIPTION OF FACILITY

The building is located at One Sabin Street, Providence, RI 02903

The responses to this RFP will be evaluated and used as the basis for supplier selections for subsequent proposal discussions and negotiations. To maximize your opportunity for success in this process, we encourage you to provide your company's most competitive proposal in its initial offer.

REQUEST FOR PROPOSAL SUBMITTAL

The Rhode Island Convention Center Authority will receive proposals for the design services for the Renovations and Repairs of the North and South Parking Garages and various other site improvements.

Proposal Documents: three (3) printed copies and also saved on one (1) USB thumb drive and must be submitted by US Mail and or Courier and received no later than **April 14, 2023, at 2:00PM**. Proposals received after that time and date will be returned unopened. All proposals must be clearly and distinctly typed, pricing submitted on the pricing sheet provided, and the Proposer must sign each proposal.

Send proposals to:

Rhode Island Convention Center Authority RE: Renovations and Repairs to North and South Garages Attention: Daniel McConaghy, Executive Director One LaSalle Square Providence, RI 02903

Pre-Proposal Site Walkthrough

Firms submitting proposals are required to attend the <u>Mandatory Pre-Proposal site visit</u> on **April 3, 2023 at 11:00 AM.** The Pre-Proposal site visit meeting will be held at the James P. McCarvill Board Room 2nd Floor, Rhode Island Convention Center. One Sabin Street, Providence, RI 02903.

During this meeting, we will provide general overview of scope of work as outlined in the RFP, take a tour of the proposed spaces and hold general discussions. Please e-mail or call Howard Allen, Purchasing Manager, at <a href="https://hallen.gov/hallen

Ouestions:

All questions regarding this RFP should be sent to Howard Allen, Purchasing Manager at hallen@pvdricenter.com in the form of a WORD document no later than **April 6th**, **2023 at 2:00PM**. Answers will be issued via Addendum on the Authority website under the "RFPs & Financials" tab.

Rhode Island Convention Center Rights:

The Rhode Island Convention Center Authority reserves the right to:

- 1. Reject any and all proposals.
- 2. Render a proposal unfit if the Proposer fails to follow the format of the RFP.
- 3. Require Proposers to submit additional appropriate information.
- 4. Inspect the Proposer's premises and/or other contracts they have completed.
- 5. Depending on the number of Proposers, choose a list of finalists to make oral presentations.
- 6. Negotiate with the company that is the successful Proposer.
- 7. Negotiate for a partial or selected list of services.
- 8. Negotiate with another proposer if negotiations with the first Proposer are not moving towards an acceptable agreement.

GENERAL INSTRUCTIONS

To be considered, Proposer must provide the information requested herein, in writing, within the time frame specified. The Rhode Island Convention Center Authority will compare proposals, ask any questions to all bidders, and move forward with the vendor whom it feels most qualified.

Evaluation Elements:

The compensation sought by the operator will be one of the factors in evaluating the firms. The firm selected to provide the Rhode Island Convention Center Authority with design will be evaluated using additional key evaluation elements, such as:

- 1. Company's Ability to Perform Scope of Work Required.
- 2. Cost-Structure of Proposed Services.
- 3. Financial Stability of the Firm.
- 4. Review and Analysis of Five (5) References Provided.

Prohibition of Alterations:

Proposals which are incomplete, or which are conditioned in any way, or which contain erasures, alterations, or are not in conformity with the law may be rejected.

Tax and License Requirements:

Proposers must follow any and all laws it is subject to in their proposal for services.

Obligation:

The RFP does not obligate the Rhode Island Convention Center Authority to contract for any services, expressed or implied.

Rejection of Proposals:

The Rhode Island Convention Center Authority reserves the right to:

- Make all decisions regarding this proposal, including, without limitation, the right to decide whether a proposal does or does not substantially comply with the requirements of this RFP.
- Accept, reject, or negotiate modifications in any terms of bidder's proposal or any part thereof.
- To reject any or all proposals received.

The Rhode Convention Center Authority shall not be responsible for any cost incurred by any bidder in the preparation of this proposal. It must be specifically understood that this RFP does not create any obligation on the part of the Rhode Island Convention Center Authority to enter into any contract or undertake any financial obligation with respect to the items referred to herein. The bidder understands that, if selected, the Rhode Island Convention Center Authority reserves the right to provide its opinion publicly and privately regarding bidder's performance, throughout the entire project.

REQUEST FOR PROPOSAL CONTENT

For consideration, the Proposer's proposal must contain the requested information. The Rhode Island Convention Center Authority reserves the right to reject proposals that are incomplete.

Responses must address each item listed in this section. Organize the submittal in the same order as requested. Incomplete responses to any of these items or failure to submit complete submittals, as requested, may render your RFP response insufficient and may be denied further consideration. RFP responses that do not meet or exceed the requested information in each item requested will be considered incomplete.

Responses must be typed or printed. Any handwritten corrections made by submitting firms must be initialed and dated by an officer of the firm. No changes or corrections will be allowed after responses are received.

Proposals should be limited to 30 pages in total including cover letter. Text shall be no smaller than 12 point.

SCOPE OF SERVICES

Renovations and repairs to the existing North and South Parking Garages and perimeter site improvements around the Rhode Island Convention Center and Amica Mutual Pavilion (AMP). The Parking Garages have not undergone significant improvements since their construction in the 1990's. Observations of deterioration include expansion joints and joints between precast decks, spalling of concrete columns and other concrete structural elements, rust on some structural steel supports, existing drainage systems, rust on some mechanical and electrical components in the structures. While the lighting in the garage has been replaced in the past, it should be evaluated to ensure adequate and safe light levels throughout the garages. Fire alarm and other life safety systems, and traffic control signage should be evaluated.

(The access control systems were recently replaced and are NOT part of this project)

Around the building, there are signs of deterioration of roads, sidewalks, curbs, and the interface with the building envelope.

The attached (Exhibit B) existing drawings reflect the areas that are part of the scope of the project. The approximate net square footage of the proposed scope in the 3-story South Garage is 240,000 sqft. The approximate net square footage of the proposed scope in the 8-story North Garage is 540,000 sqft. In addition to attached graphics, PDF copies of existing drawings will be made available to the selected firm.

The Authority is requesting proposals from design firms to perform these Tasks:

- 1. Perform a review of all the areas and develop an itemized scope of work the consultants feel should be addressed
- 2. Develop proposed solutions for the items
- 3. Prioritize those from most important to least important.
- 4. Prepare order of magnitude estimates for each item.
- 5. Present these to the Authority team for consideration, first as a draft, then as a final report with any modifications requested by the Authority.

With this information the Authority shall choose what items to proceed with. The Authority reserves the right to negotiate a fee with the designer to complete construction documents and provide construction administration for the work.

The Owner has engaged an Owner's Project Manager (Hill International) to represent the Owner during the Project. The work may either be done by a CM at Risk, or as a lump sum bid General Contractor.

Other considerations:

• The Authority may request a proposal for 3d laser scans and documentation of the existing conditions in the building. The proposer should describe their capabilities in this area.

- COVID: the Authority follows the State of Rhode Island guidelines that are in place at the time.
- Logistic planning and interim life safety plans will be needed when the project is under construction as building will be occupied during construction. The OPM and the Authority staff must be involved in any such planning. The Authority currently uses Jensen Hughes for its fire alarm and other code compliance reviews. Proposers are free to utilize the most qualified code consultant with Rhode Island experience.
- The Designer may be asked to provide research findings showing "best practices" utilized at other similar facilities.
- The proposer should include in the fee a building code consultant with Rhode Island project experience.
- This project will require progress meetings with the State Fire Marshall and the Building Commissioner (who are the AHJ for the Authority buildings) in order to attain project approvals. This should be included in any further the fee proposals.
- Coordination with Owner: The selected firm if contracted for construction documents, will coordinate the project design development and construction documents with the Authority staff and building operators, and other stakeholders in the project.
- The Authority intends to utilize AIA standard form of contract when/if entering into agreement with the selected firm.

Future projects to be completed and how those are packaged is very fluid. Future assignments, if any, are to be determined by the Authority with the collaboration of the CM, the OPM, and the Designer.

Design and Construction

Condition Assessment 5-Weeks
Conceptual Design and report development 4-Weeks
Present Estimates and options, and adjustments 2-Weeks

In the body of the proposal, provide:

- A detailed list of staff that shall be assigned to the project, their resumes and detailed list of current assignments and availability.
- Names and resumes of any specialty consultants such as estimators.
- The proposer should include 5 similar projects with detailed descriptions, costs, schedules, images, square footage, total project cost, start and finish dates, and a reference name, phone number, and email.
- A list of projects that demonstrate relevant experience in the last 5 years including Project name, square footage, total project cost, start and finish dates, and a reference name, title, phone number, and email.

Proposals should be limited to 30 pages in total including cover letter. Text shall be no smaller than 12 point.

INSURANCE REQUIRMENTS

- Statutory Coverage Worker's Compensation Insurance with employer liability limits of \$500,000.00 for each accident, aggregate for disease, and disease of employee; and
- Contractors or subcontractors whose total job cost is less than \$25,000: Broad Form Commercial General Liability Insurance naming the additional insureds set forth below with coverages in an amount of at least \$1,000,000 per occurrence and aggregate; or (b) Contractors or subcontractors whose total job cost is more than \$25,000: Broad Form Commercial General Liability Insurance naming the additional insureds set forth below with coverage in an amount of at least \$2,000,000 per occurrence and aggregate.
- Except as otherwise expressly approved in writing, all contractors' policies should be broad form and shall include contractual liability, personal injury protection and completed operations coverage.
- The policies should be written so as to be primary and non-contributory.
- Each insurer must be licensed to do business in the Commonwealth of Massachusetts, with a rating by Best's Insurance Rating Guide of at least A-X and coverage must be primary and non-contributory.
- A standard waiver of subrogation clause must be included for all policies.
- All coverage should be written so as to be primary of any applicable coverage carried by Owner and any other applicable ownership entity.
- Evidence of coverage to be provided via standard ACORD certificate of insurance form.

Additional Insureds:

RI Convention Center Authority, SMG/ASM GLOBAL, Amica Mutual Pavilion, Rhode Island Convention Center, the State of Rhode Island's respective Directors, Officers, Agents and Employees should be listed as additional insured on a primary and non-contributing basis. Waiver of subrogation in favor of the additional insured should apply to the policy.

Certificate Holder Section should read as follows:

Rhode Island Convention Center Authority 1 LaSalle Square Providence, RI 02903

PRICING OF SERVICES

For the purposes of determining the fee, use the durations listed above.

As an attachment to the proposal (sample below), provide a detailed list of staff that shall be assigned to the project, their resumes, and an hourly rate for use for any projects the The Authority may use to add to the scope of services. Rates shall be valid through 12-31-24.

Sample:

Name of Personnel and Role

•	Martha Smith (Principal)	\$ /hr
•	John Peters (Project Manager)	\$ /hr
•	Milton Bradley (Electrical Engineer)	\$ /hr
•	Jessica Anderson (Structural Engineer)	\$ /hr
•	(Others as applies)	\$ /hr

PRICE PROPOSAL: Provide list of personnel and labor rates and attached to completed Exhibit A – Cost Proposal Form and include these together in separate envelope.

EXHIBIT A - COST PROPOSAL FORM

DESIGN SERVICES FOR THE RENOVATIONS AND REPAIRS OF THE NORTH AND SOUTH PARKING GARAGES AND VARIOUS OTHER SITE IMPROVEMENTS AT THE RHODE ISLAND CONVENTION CENTER

Name of Firm:		
Date:		

Scope Description	Fee (\$)
Condition Assessment	\$
Develop conceptual solutions, prepare cost estimates, prepare and present a draft report, and revise and resubmit a final	
report.	\$
Total	\$

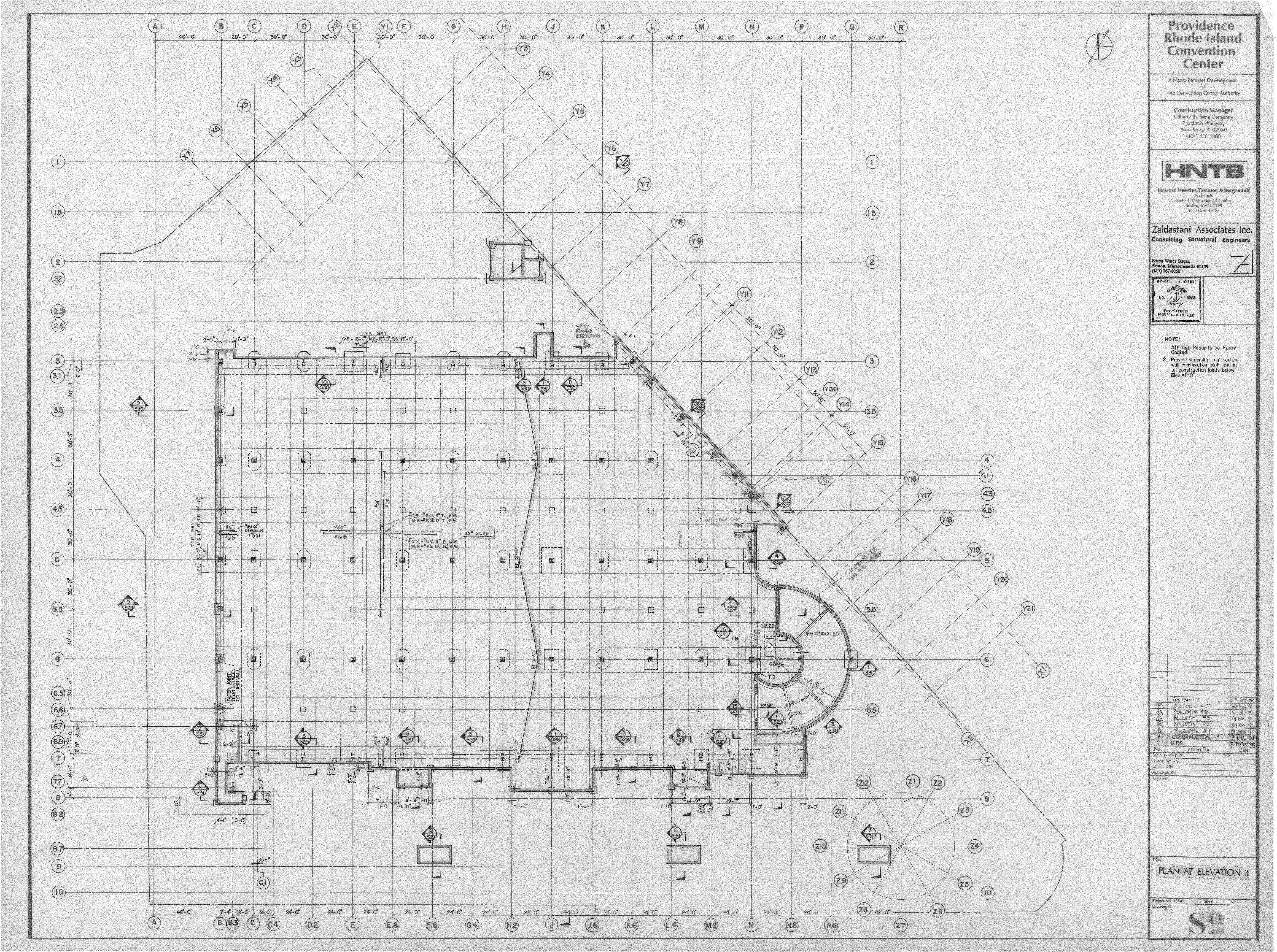
EXHIBIT B – EXISTING DRAWINGS

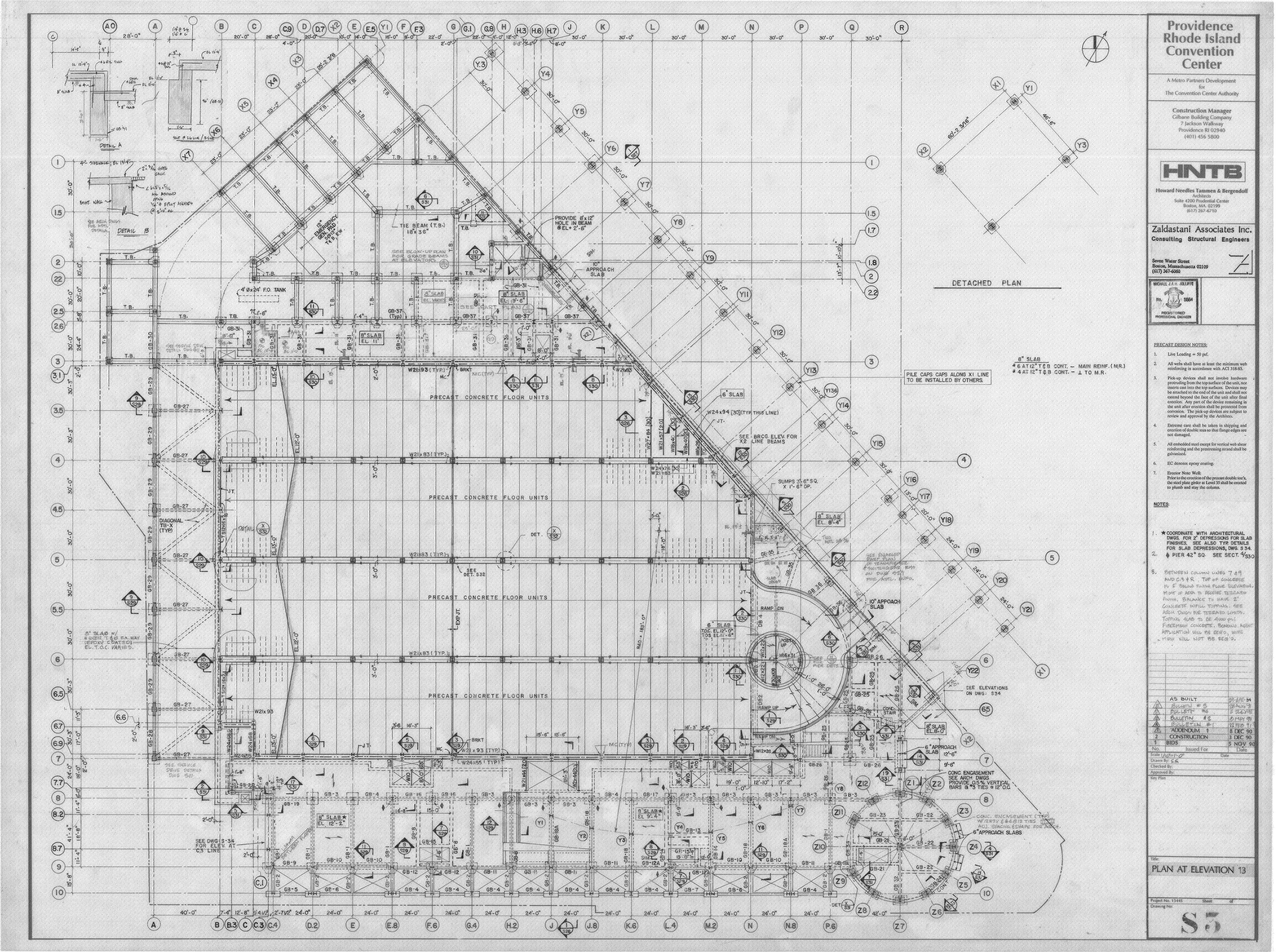
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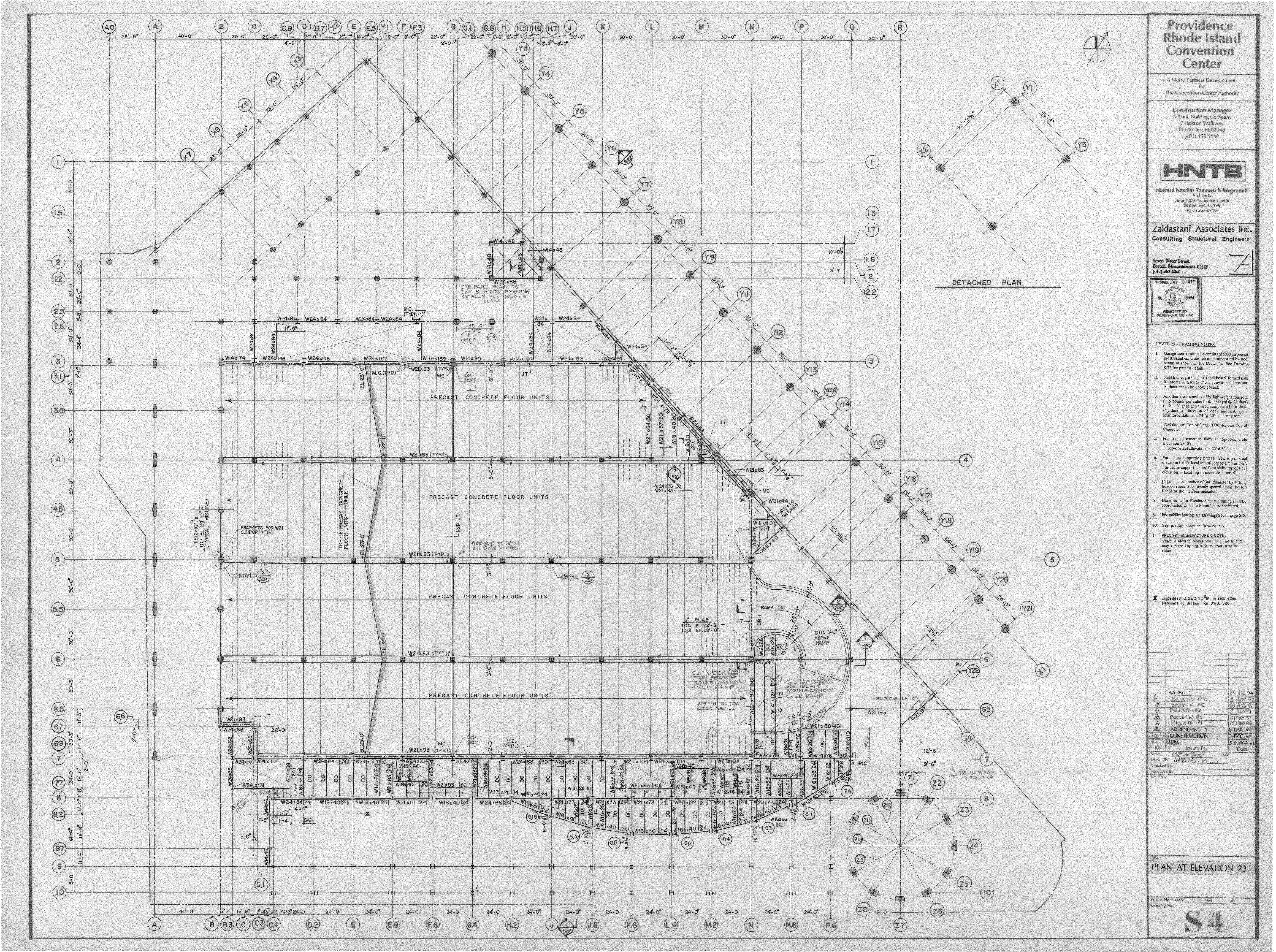
RICC South Garage				
Dwg. #	Drawing Title	Date		
S2	Plan at Elevation 3' (Garage Base Level)	04/29/94		
S 3	Plan at Elevation 13' (Garage Street Level)	04/29/94		
S4	Plan at Elevation 23' (Garage Top Level)	04/29/94		

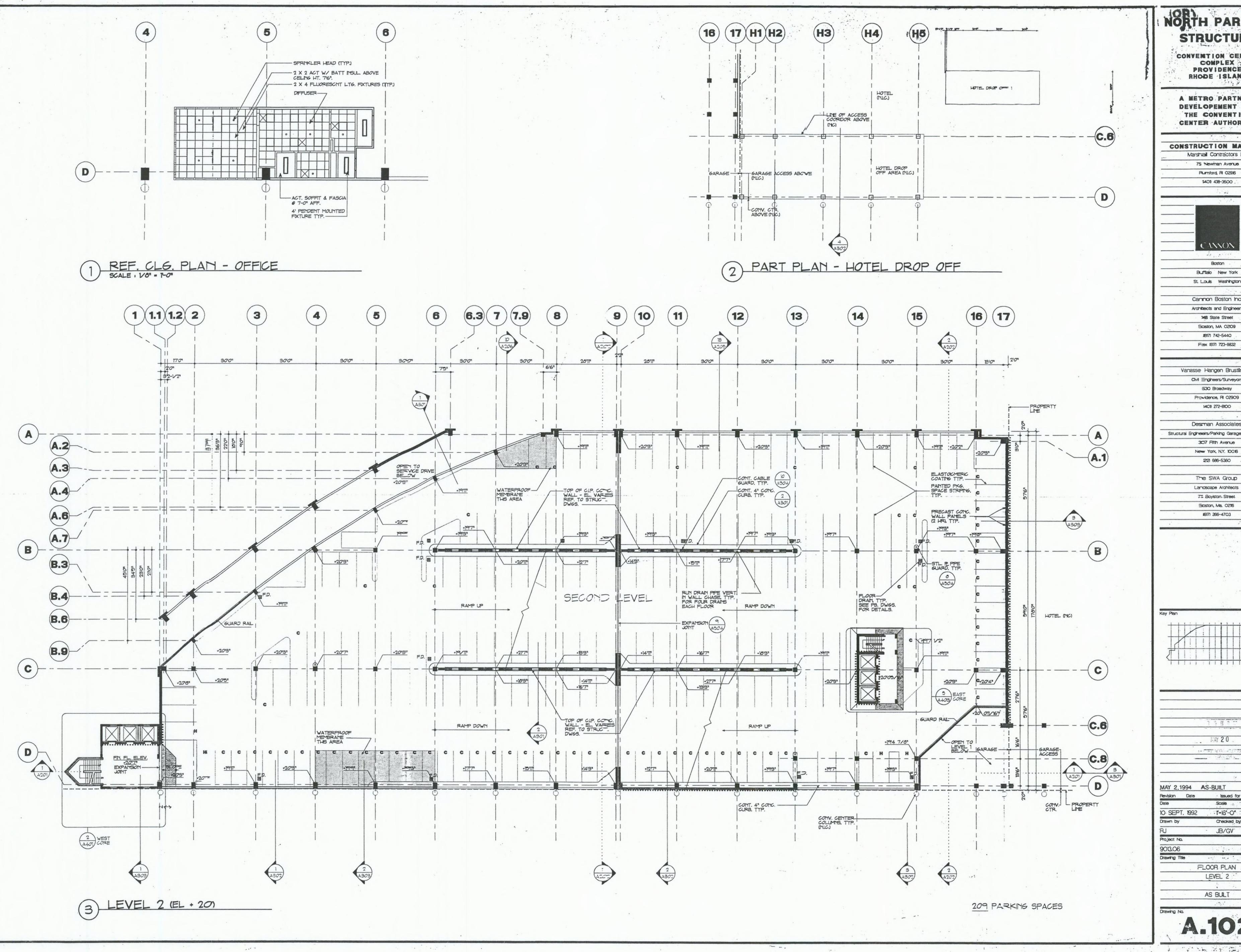
RICC North Garage				
Dwg. #	Drawing Title	Date		
A.102	Floor Plan Level 2	05/02/94		
A.103	Floor Plan Level 3 (Levels 4-6 Sim.)	05/02/94		
A.107	Floor Plan Level 7	05/02/94		
A.108	Floor Plan Level 8 (Top Level)	05/02/94		

<u>Note:</u> Drawings are not to scale. Existing project applicable drawings are being collected and are to be scanned and made available to the select firm.









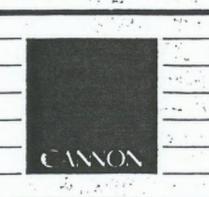
NORTH PARKING STRUCTURE

> CONVENTION CENTER COMPLEX PROVIDENCE RHODE ISLAND

A METRO PARTNERS DEVELOPEMENT FOR THE CONVENTION CENTER AUTHORITY

CONSTRUCTION MANAGER Warshall Contractors Inc.

> 75 Newman Avenue Rumford, RI 02916 1401 438-3500



Buffalo New York St. Louis Washington

Cannon Boston Inc.

Architects and Engineers 248 State Street Scoston, MA 02109 JB17) 742-544O

F=x (617) 723-8832

Vanasse Hangen Brustlin Inc. Civil Engineers/Surveyors 530 Broadway

Providence, RI 02909 1401 272-8100

Desman Associates Structural Engineers/Parking Garage Consulta 307 Fifth Avenue

> New York, N.Y. 10016 2121 686-5360

The SWA Group Lancscape Architects ZI Boyiston Street Seston, Ma. 02116 IST7 266-47O3

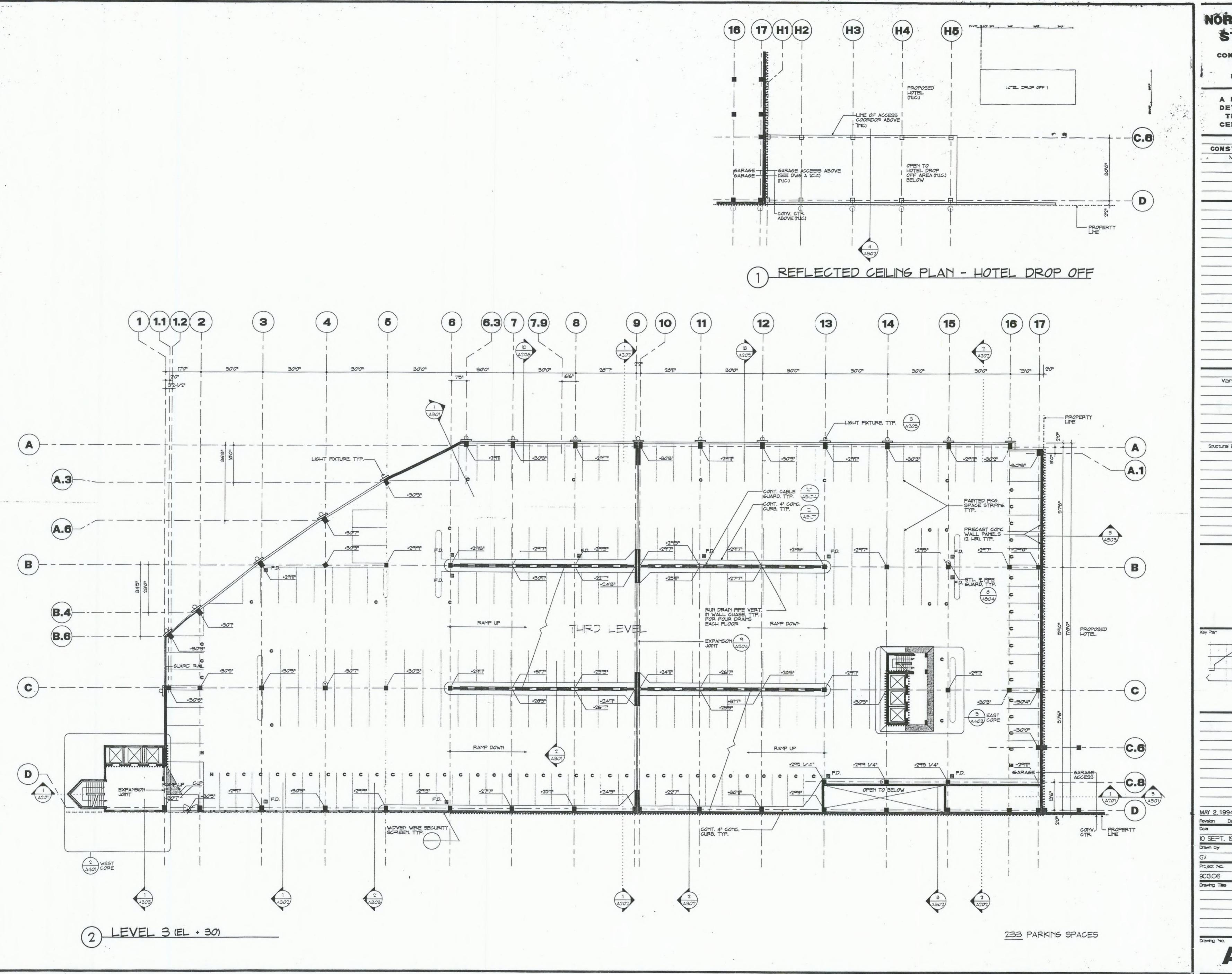
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MAY 2,1994 AS-BUILT

Scale 10 SEPT. 1992 1-16'-0" Checked by JB/GV Project No.

FLOOR PLAN LEVEL 2

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NORTH PARKING STRUCTURE

CONVENTION CENTER COMPLEX PROVIDENCE .. RHODE ISLAND

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CONSTRUCTION MANAGER Marshall Contractors Inc.

> 75 Newman Avenue Rumford, Rt 02918 1401 438-3500



Boston

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. . . . Cannon Boston Inc. Architects and Engineers

148 State Street Boston, MA 02109 1617) 742-5440

Fax 16171 723-8832

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530 Broadway

Desman Associates

Studiumai Engineers/Parking Garage Consultants 307 Fifth Avenue

1401 272-8100

New York, N.Y. 10016

(212) 686-5360

The SWA Group

Landscape Architects 711 Boyiston Street

Boston, Ma. 02116

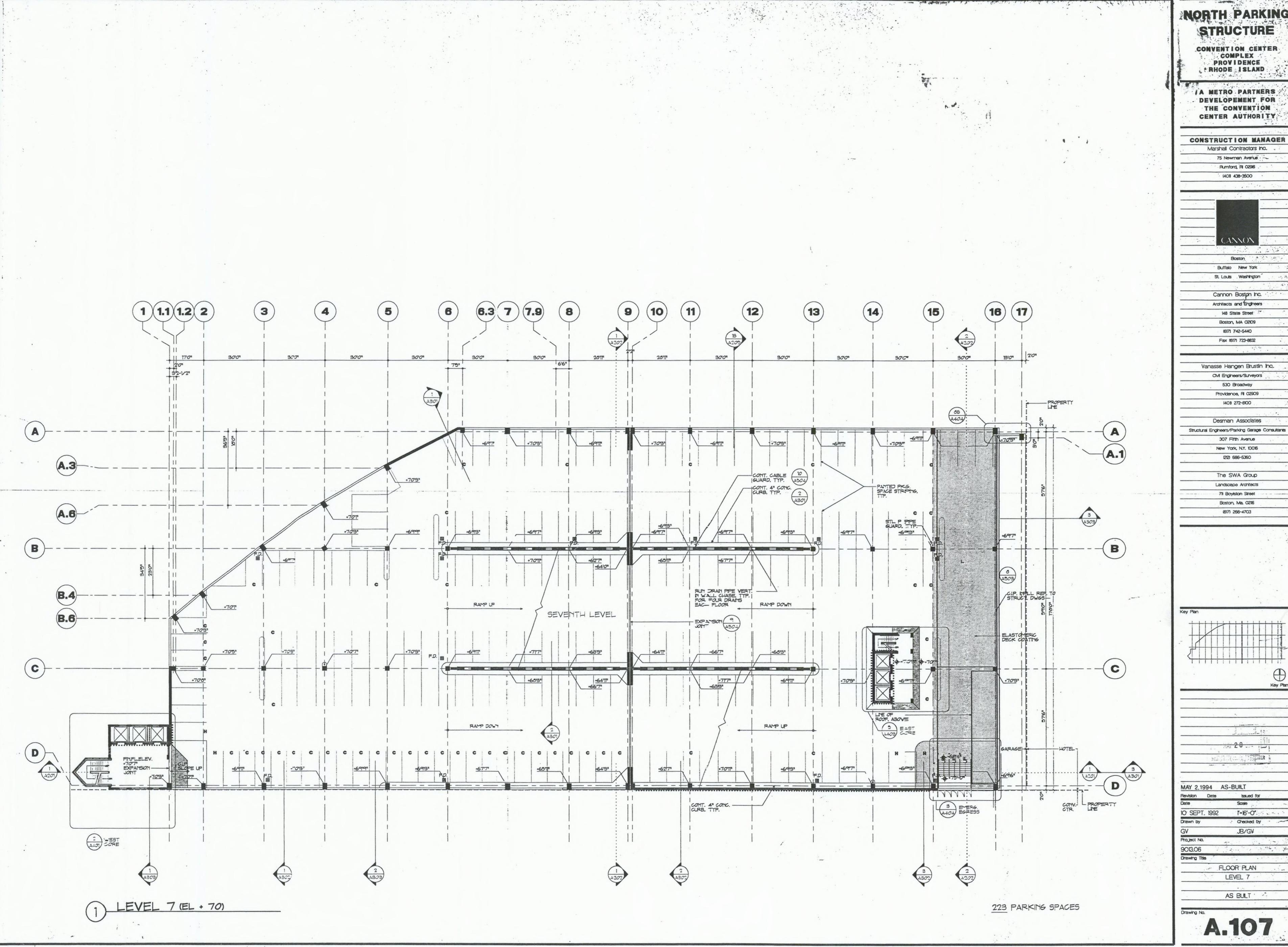
(617) 266-4703

MAY 2.1994 AS-BUILT

10 SEPT. 1992 1'=16'-0" Checked by ...

FLOOR PLAN LEVEL 3

... AS BUILT



NORTH PARKING -

CONVENTION CENTER PROVIDENCE *RHODE I SLAND

I'A METRO PARTNERS DEVELOPEMENT FOR THE CONVENTION

CENTER AUTHORITY

Marshall Contractors Inc. 75 Newmen Avenue . --Flumford, RI 02916 .

1401 438-3500



Buffalo New York

St. Louis . Washington

Cannon Boston Inc. Architects and Engineers 148 State Street

Boston, MA 02109 16171 742-5440

Vanasse Hangen Brustlin Inc. CM Engineers/Surveyors 530 Broadway

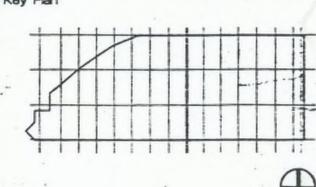
> Providence, FII 02909 1401 272-8100

Desman Associates

307 Fifth Avenue New York, N.Y. 10016

1212) 686-5360 The SWA Group

Landscape Architects Boston, Ma. 02116 (617) 266-4703

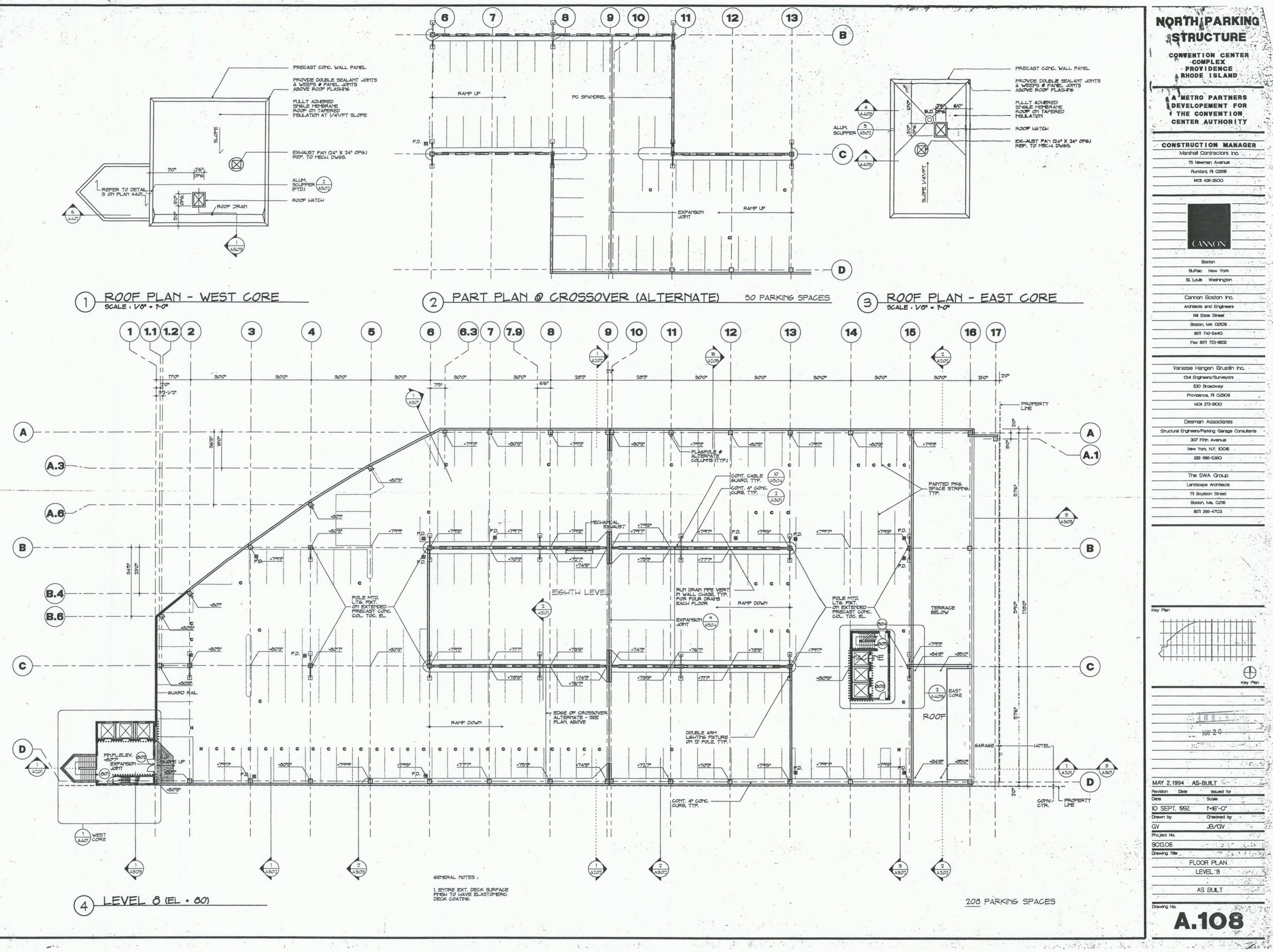


MAY 2,1994 AS-BUILT

10' SEPT. 1992 Drawn by JB/GV

FLOOR PLAN LEVEL 7

AS BUILT



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NORTH PARKING STRUCTURE

> CONVENTION CENTER COMPLEX PROVIDENCE RHODE ISLAND

A METRO PARTNERS DEVELOPEMENT FOR THE CONVENTION CENTER AUTHORITY

CONSTRUCTION MANAGER

Marshall Contractors Inc. 75 Newman Avenue Rumford, FI 02916

1401 438-3500



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New York, N.Y. 10016 22 686-5360

The SWA Group Landscape Architects

711 Boylston Street

Boston, Ma. 02116

16171 266-4703

Key Plan

1'-16'-0"

10 SEPT. 1992 Checked by JB/GV

Drawing Title FLOOR PLAN.

12.

LEVEL 8 AS BUILT