

**TOWN OF CUMBERLAND, RI
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
REQUEST FOR QUALIFICATIONS**



**ARCHITECTURAL SERVICES
AMARAL BUILDING ADAPTIVE REUSE
16 MILL STREET, CUMBERLAND, RI 02864**

**BID # 2023-0203-01
ISSUE DATE: DECEMBER 22, 2022
DUE DATE: FEBRUARY 3, 2023 AT 3:00 PM**

TOWN OF CUMBERLAND, RHODE ISLAND
Department of Planning and Community Development
Request for Qualifications

Architectural Services
Amaral Building Adaptive Reuse
16 Mill Street, Cumberland, Rhode Island

Bid # 2023-0203-01

Introduction

The Town of Cumberland intends to select a qualified architectural firm with demonstrated historic preservation experience to provide architectural services for the rehabilitation and adaptive reuse of the Town-owned Amaral Building at 16 Mill Street (AP 2 Lot 96). Architectural services will include the design development, preparation of bidding and construction documents, and construction oversight and administration. The Town has established a Building Committee that will assist in planning and supervising the project.

The Amaral Building (aka Old Post Office) is in the National Register-listed and locally-designated Town Hall Historic District. This project is being partially funded with federal Community Development Block Grant funds from the U.S. Department of Housing and Urban Development. Since federal funds are being used, the project must comply with Section 106 of the National Historic Preservation Act and be reviewed by the Rhode Island Historical Preservation and Heritage Commission (RIHPHC) for consistency with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Property Description

The Amaral Building, built *circa* 1890, is a two-story, brick building with corbelled cornice adjacent to Town Hall. The property is .175 acres, and the 34' x 40' (1,360 sf) building has 2,720 sf of living area; there is a partial basement and no attic. The building retains its architectural integrity with most of its original double-hung windows and original wood storefront windows framed by cast iron columns. The interior retains original wood flooring, and lath and plaster walls and ceilings.

The Valley Falls Company, a major textile manufacturer in Cumberland, erected the building possibly as a company store. During the early 20th century, a portion of the building housed a post office and library. By 1921, the building had been converted to a grocery store on the ground floor and a three-bedroom apartment above. By 1998 the building had been abandoned and has been vacant ever since. After the Town acquired the property in 2007, the roof was replaced and asbestos abated. In 2015, the Town removed the exterior staircase on the east elevation.

Adaptive Reuse

Recognizing the historic and architectural significance of this property, the Town is committed to adaptively re-using the building while enhancing the building's character-defining features and retaining its integrity. The Town envisions establishing an Office of Community Based Health and Engagement (OCBHE) within the Amaral Building. Cumberland is home to the only all paramedic-level Emergency Medical Services Department in the state. These highly-skilled medical professionals provide critical services to the community and are seeking to increase the impact of community-based paramedicine. By establishing a presence within the Amaral Building, the OCBHE would provide public health and

preventive services to underserved populations—the majority of households in the Valley Falls are low-to moderate-income—by prioritizing the following initiatives: wellness screenings, physical activity promotions, mental health referrals, substance use/harm reduction education and domestic violence prevention.

Conditions Assessment Report

In August 2022, Northeast Collaborative Architects completed a Conditions Assessment Report for the building (link provided at end of RFQ) that proposed several schemes for the interior and exterior. At this time, the Town envisions only one ADA restroom on the first floor. The Town also prefers the stairs and lift on the exterior of the building with as much of the structure as possible at the rear of the building.

The Conditions Assessment Report also includes a structural assessment that identified several potential deficiencies and corrective recommendations.

Mandatory Site Visit

Interested firms must attend a site visit scheduled for Thursday, January 19, 2023 at 10:00 AM at the Amaral Building at 16 Mill Street, adjacent to the Cumberland Town Hall. The site visit will provide an opportunity for consultants to view existing conditions and to assist prospective firms in any technical and contractual matters.

TAKE NOTE

THERE IS NO ACCESS TO THE SECOND FLOOR. THE ONLY MEANS OF ACCESS WILL BE BY LADDER. ANY CONSULTANT WHO WISHES TO ASCEND TO THE SECOND FLOOR WILL BE REQUIRED TO SIGN A WAIVER OF LIABILITY.

Please contact Glenn Modica, Town Planner, if a representative of your firm plans to attend: gmodica@cumberlandri.org or 401-728-2400 ext. 146.

Adaptive Reuse

The Amaral Building Adaptive Reuse project includes, but is not limited to, the following:

- Remove and install new HVAC system
- Remove and install new mechanical, electrical and plumbing
- Provide access to the second floor with an exterior staircase
- Provide ADA access to the first floor and ADA access to the second floor via a lift
- Provide bathroom on first floor
- Creatively reuse the walk-in cooler
- Repair/replace in-kind exterior windows and doors
- Repair/replace in-kind exterior and interior wood trim and flooring
- Replace roof
- Repair and repoint brick exterior
- Lead paint abatement and potential asbestos abatement
- Remove concrete block garage and wall remnants and foundation adjacent to garage. To the extent feasible, reuse concrete blocks to erect new storage shed, approximately 17' x 40'

- Site work to provide nine parking spaces and improve vehicular access and circulation, using Town Hall property, if necessary

The Town seeks to maintain an open floor plan on the first floor. The second-floor bedrooms can be reused as office space, and the kitchen and bathroom may need to be reimagined.

A Class I survey of the property is being completed by another party and will be provided to the awarded firm.

Scope of Work

The Town anticipates that a full complement of professional service shall be provided by the architectural firm selected for this project. These services include, but shall not necessarily be limited to, those outlined below.

Schematic Design

The consultant will work collaboratively with the Building Committee to develop and evaluate rehabilitation alternatives. The consultant will advise the Town regarding any necessary permits and other governmental approvals that may be required. The goal of this phase is for the consultant to prepare cost estimates and Schematic Design site plans, building plans and elevations, considering historic preservation goals, relevant building and rehabilitation codes, accessibility requirements, sustainability and energy efficiency. The RIHPHC should be consulted during this phase.

Structural Analysis

Using the information provided in the existing structural analysis, the consultant will undertake an independent structural analysis to verify the structural inadequacies identified in the report.

Design Development

In consultation with the Building Committee, the consultant will complete construction drawings and specifications for final design, refined cost estimates, a proposed construction schedule, and recommendations for project phasing. Consultation with the RIHPHC will be required prior to going out to bid.

Construction Bidding

The consultant will assist the Building Committee through the construction bidding process by writing the Request for Proposals; participating in any pre-bid meetings held with bidders for each division of work; responding to questions from bidders and issuing addenda to the bid documents, as needed; assisting in evaluating bids; and participating in post-bid interviews with apparent low bidders.

Construction Phase

The consultant will serve as the principal point of contact with the selected contractor(s) and provide on-site observation and supervision of construction. The consultant will receive and review change order requests and issue change orders upon Building Committee approval. The consultant will prepare punch lists, coordinate final inspections, review warranties and recommend Town acceptancy and occupancy

Meetings

In addition to site visits to monitor the project, the consultant should also factor in on-site meetings and progress updates with the Building Committee, Town Planner and/or Public Works Director as the work

progresses. Since the Building Committee is a public body, all meetings must be held in person. Building Committee meetings begin at 6:30 pm and are held in Town Hall. Additionally, one evening, in-person meeting before the Cumberland Historic District Commission will be required.

Submittal Requirements

Because of the historical significance of the building, the successful bidder will demonstrate a high degree of experience in the restoration and rehabilitation of historic buildings and meeting the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Firms submitting proposals must have been in business under the same name and have successfully undertaking historic preservation projects for a minimum of five years. Interested firms shall provide the following as part of their proposal:

- Cover letter identifying the principal point of contact, along with a clear and concise response as to why the Town of Cumberland should select your firm for this project.
- Detailed explanation of the firm's project approach and understanding of each task outlined herein, as well as the consultant's expectations of meetings with and assistance from the Town.
- Qualifications and experience of key personnel who will be assigned to the project, including a list of relevant historic preservation projects with which they were personally involved.
- Availability of key personnel to complete all tasks.
- Proposed project schedule with milestones.
- At least three (3) examples of projects of similar scope and complexity within the last five (5) years including references and points of contact.
- If consultant teams are being proposed, a description and role of any subcontractor and/or consulting member must be provided, including past work and professional certifications.
- Hourly rates of project personnel

During the evaluation process, the Town reserves the right, where it serves the Town's best interest, to request additional information or clarifications from respondents to allow corrections of errors or omissions.

Award will not be made to any consultant in default of a contract with the Town, the State of Rhode Island, or the Federal Government.

The Town of Cumberland does not discriminate on the basis of race, color, creed, national origin, age, marital status, sex, physical or mental disability.

Evaluation Criteria

Costs are not required for this qualifications-based submittal and will therefore not be considered as part of the evaluation. The Town will select finalists for potential interviews based on the content of their written proposals as judged against the following criteria:

- Project experience specific to historic buildings and consultation with the RIHPHC
- Technical approach and understanding of the project
- Experience and qualifications of the project manager, assigned personnel and subconsultants, as applicable
- Evaluation of firm references

Prior to the interviews, the Building Committee will request a cost proposal from each finalist. The Building Committee will re-rank the firms after the interviews. If negotiations with the top-ranked firm are unsuccessful, the process will be repeated with the next highest-ranked firm until a fair and reasonably priced contract can be awarded.

Deadline

Proposals must be submitted in sealed envelopes clearly marked “Architectural Services – Amara Building Adaptive Reuse - Bid# 2023-0204-01” and delivered to the following address:

Ms. Sarah King
Mayor’s Office
Cumberland Town Hall
45 Broad Street
Cumberland, RI 02864

Sealed proposals will be accepted until 3:00 PM local time on Friday, February 3, 2023. Any proposals received after the specified time will not be accepted. Please submit ten (10) hard copies of your proposal, along with a PDF version emailed to Sarah King: sking@cumberlandri.org.

Questions or Addendum

Questions concerning this RFQ must be submitted by email to: Mr. Glenn Modica, Town Planner at gmodica@cumberlandri.org. All questions/inquiries must be received by 12:00 PM on Monday, January 30, 2023 to be considered.

Any changes or addenda to this RFQ, including answers to questions, will be posted to the Town’s website: <https://www.cumberlandri.org/finance/pages/requests-proposals-rfps>

Schedule

RFQ Issued:	December 22, 2022
Mandatory Site Visit:	January 19, 2023
Last Day for Questions:	January 30, 2023
RFQ Due:	February 3, 2023

Interviews with top-ranked firms are anticipated to be held during the evening of March 7, 2023. The final consultant will be selected for award after a fair and reasonable price has been negotiated.

Additional Information

The following documents are available:

- [Conditions Assessment](#)
- [RIHPHC Review Letter of Conditions Assessment](#)
- [National Register Nomination](#)
- [CDBG Application](#)
- [Asbestos Abatement Plan](#)



Amaral Building Location



Amaral Building Aerial