

**REQUEST for PROPOSALS**  
**for OWNER’S PROJECT MANAGER**  
**INNOVATION DISTRICT PARK: PAVILION AND INFRASTRUCTURE**  
**PROVIDENCE, RHODE ISLAND**

**Introduction:**

The I-195 Redevelopment District (Owner) requests proposals for an Owner’s Project Manager (OPM) for the design and construction of a food and beverage pavilion, and related utility infrastructure and site work (the Project) to be located within the Innovation District Park (Park) in the Providence Innovation & Design District (District). Interested respondents (Respondents) shall submit materials to the Owner by **Friday, June 25, 2021 at 4 PM** per the enclosed instructions.

**About the Owner:**

The I-195 Redevelopment District was created to serve as the responsible authority for the sale, marketing, and oversight of land made available in downtown Providence resulting from the relocation of Interstate 195. The Owner’s mission is to foster economic development on Rhode Island's 195 land and beyond and generate job creation opportunities that embrace the city's demographics by creating an environment that encourages high-value users to build well-designed structures that enhance the value of surrounding neighborhoods and augment the sense of place. The Project is a critical component of realizing the Owner’s mission.

**About the Park:**

The Park is comprised of seven-acres located on either side of the Providence River and the Michael S. Van Leesten Memorial Bridge (pedestrian bridge). The Project is located on the west side of the park. The Park has been under construction by the RI Department of Transportation (RIDOT) since May, 2018; by late 2021, RIDOT’s scope of work in the Park will be completed (see Exhibit 1 – Context Map & Park Plans). The Park is owned and operated by the Owner.

**About the Program:**

The Owner is building an approximately 4,000-square foot food and beverage pavilion to serve the park and surrounding neighborhoods. The layout of the pavilion, its operator(s), and its vendors are still to be determined. The Program also includes upgrading the electrical and water service in the Park and supplying new sewer and gas service to serve both the pavilion and the surrounding park, as well as limited related site work and landscaping. See Exhibit 4 – Concept and Test Fit, for the anticipated pavilion location and the overall concept.

**Scope of Work:**

The OPM will coordinate with the Owner, restaurant consultant/operator, architect, engineers, construction manager, etc. and will oversee the design and construction of the Program in accordance with any and all agencies having jurisdiction over the Project. The OPM’s scope of work includes, but is not necessarily limited to the following:

1. Architect and Construction Manager (CM) Procurement:
  - a. Assisting Owner in procuring the architect in accordance with applicable state procurement laws (MEP engineer, structural engineer, etc. will be subconsultants of the architect. However, civil engineer, environmental engineer, and geotechnical engineer will be contracted directly by the Owner without OPM assistance). This task includes:
    - i. Identifying qualified potential architects and assisting with outreach;
    - ii. Drafting the architecture RFP;
    - iii. Reviewing and leveling architecture RFP responses;

- iv. Assisting the Owner with architect selection and negotiation;
    - v. Leading architectural contract review and negotiation;
  - b. Assisting Owner in procuring a CM in accordance with applicable state procurement laws (the CM must be selected through a negotiated lump sum sealed bid process). This task includes:
    - i. Identifying potential qualified CM's and assisting with outreach;
    - ii. Drafting the CM RFP;
    - iii. Reviewing and leveling CM RFP responses;
    - iv. Participating in CM interviews;
    - v. Negotiating prices with finalists;
    - vi. Assisting the Owner in reviewing and negotiating the CM's contract.
- 2. Cost Estimating:
  - a. Providing cost estimating services, including:
    - i. Providing at least four (4) distinct cost estimates at conceptual design, schematic design (SD), design development (DD), and 50% construction drawing (CD) phases;
    - ii. Providing limited miscellaneous cost estimating for discrete items such as finishes, mechanical equipment, building envelope materials, etc.;
    - iii. Leading Value Engineering (VE) processes, as required.
- 3. Design Oversight:
  - a. Leading the design process, including but not limited to:
    - i. Coordinating Project team members to generate Project design parameters, manage feedback, and manage drawing issuances;
    - ii. Leading weekly design meetings, taking detailed weekly meeting notes and distributing to the Project team;
    - iii. Managing design schedule;
    - iv. Reviewing all architecture and engineering drawing and specification issuances, including, but not limited to conceptual design, SD, DD, permit drawings, 50%, 95%, and 100% CD's;
      - 1. Marking-up drawings, noting errors and required clarifications.
- 4. Construction Administration:
  - a. Reviewing building permit materials generated by CM and architect. All other permitting and approvals are to be generated and reviewed by others;
  - b. Leading Construction Administration (CA) on behalf of the Owner, including but not limited to:
    - i. Reviewing key CA documentation, including draft schedules of values (SOV's), Requests for Information (RFI's), submittals, shop drawings, mock-ups, Change Order Requests (COR's), Change Orders (CO's), punch lists, etc. and ensuring prompt responses from designers;
    - ii. Negotiating COR's;
    - iii. Completing construction inspections at least once per week to ensure compliance with project documents, schedule, and quality control;
      - 1. Providing brief monthly inspection summaries to Owner for record;
    - iv. Ensuring proper project closeout, including permit closeout, back punchlists, etc.
    - v. Reviewing monthly CM requisitions;
    - vi. Reviewing construction schedules and ensuring maintenance of the Project schedule.

**Submission Requirements:**

The Respondent must submit the following materials in response to this RFP:

1. A narrative of relevant food and beverage design and construction experience;
2. A narrative or relevant experience with public agencies or projects on public land, including experience with public procurement;
3. A narrative of project approach, including:
  - a. A narrative of cost estimating processes:
    - i. Approach: i.e., in-house cost estimating, engaging third-party cost estimating firms, etc.;
    - ii. Basis of cost estimates: i.e., comparables, RS Means, subcontractor input, etc.
  - b. A staffing narrative including total number of staff, capacity to commence upon awarding of project, resumes of principals and key staff, and their anticipated roles on this Project; including any subconsultants.
4. A fixed fee breakout for each of the following cost categories (fees must be inclusive of all of the OPM's anticipated project costs. For the purposes of this RFP response, assume 8 months for procurement, design, and permitting and 6 months for construction):
  - a. Architect and CM procurement fee
  - b. Design oversight fee
  - c. Cost estimating fee
  - d. Construction administration fee
5. An hourly fee schedule;
6. Three (3) client references from relevant projects;
7. Administrative materials, including:
  - a. Conflict of Interest Affidavit (see Exhibit 2);
  - b. Certification that a Certificate of Good Standing from the Rhode Island Division of Taxation will be delivered to the Corporation upon award;
  - c. A listing of all current and on-going contracts which may be of conflict of interest;
  - d. A disclosure of all outstanding financial obligations with the State of Rhode Island;
  - e. Completion of the MBE/WBE/DisBE participation plan form attached as part of Exhibit

**Timeline:**

1. Written questions due: 4:00 PM on Friday, June 11, 2021;
2. Questions and answers to be posted publicly: Wednesday, June 16, 2021
3. Proposals due: at 4:00 PM on Friday, June 25, 2021
4. Respondent interviews and selection, early-July, 2021
5. The OPM's work shall commence immediately upon contract execution

Respondents may schedule an optional virtual project orientation by emailing Peter Erhartic at perhartic@195district.com.

[CONTINUED ON PROCEEDING PAGE]

**Selection Criteria:**

<b>CATEGORY</b>	<b>POINTS</b>
<b>OVERALL EXPERIENCE &amp; DEMONSTRATED RESULTS</b> Experience as it relates to the requirements of this RFP, evidence of past performance on similar projects, qualifications of personnel, quality and relevance of past work, references, etc.	50
<b>BUDGET AND COST EFFECTIVENESS</b> Proposal cost in relation to other Respondents	30
<b>PROJECT APPROACH</b> Approach to cost estimating, staffing, capacity, etc.	20
<b>TOTAL</b>	<b>100</b>
MBE/WBE/DisBE Participation (additional potential points)	6

**Submission Directions:**

Questions, interpretations, or clarifications concerning this RFP should be directed by e-mail to Peter Erhartic at: [perhartic@195district.com](mailto:perhartic@195district.com) no later than 4:00 PM on Friday, June 11, 2021. **No phone calls will be accepted.** Responses to questions, interpretations, or clarifications concerning this RFP will be posted online via addendum at [www.195district.com](http://www.195district.com) and [www.ridop.ri.gov](http://www.ridop.ri.gov) by Wednesday, June 16, 2021 to ensure equal awareness of important facts and details.

Responses to this RFP are due June 25, 2021 at 4:00 PM. One (1) electronic (PDF) version and four (4) printed copies of the complete proposal must be mailed or hand-delivered in a sealed envelope marked:

I-195 Redevelopment District  
Attn: OPM RFP  
315 Iron Horse Way, Suite 101  
Providence, RI 02908

And email hard copies to [perhartic@195district.com](mailto:perhartic@195district.com).

**Note: Late responses may not be accepted, and responses received via electronic submission only may be disqualified.**

**Notifications**

- In accordance with R.I. Gen. Laws § 28-5.1-1(a), equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island State government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of State employment. This policy applies to all areas where the State dollar is spent, in employment, public services, grants and financial assistance, and in State licensing and regulation. For further information, contact the Rhode Island Equal Opportunity Office at (401) 222-3090.
- In accordance with R.I. Gen. Laws § 7-1.2-1401(a), no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the State until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful Proposer.

**Owner Qualifications:**

1. The Owner will not provide any reimbursement for any cost associated with the development or presentation of a proposal.
2. The Owner reserves the right to select any or none of the responses to this RFP.
3. The Owner reserves the right to reject any or all proposals for not complying with the terms of this Request for Proposals. In addition, the Owner reserves the right to modify the scope of services if in the best interest of the Owner. Any Proposal may be withdrawn prior to the above scheduled time for the opening of Proposals or authorized postponement thereof. Any Proposals received after the time and date specified shall not be considered. No Respondent may withdraw a Proposal within sixty (60) days after the actual date of the opening thereof.
4. The Owner reserves the right to terminate this solicitation prior to entering into any agreement with any qualified Respondent pursuant to this Request for Proposals, and by responding hereto, no Respondents are vested with any rights in any way whatsoever.

**EXHIBIT 1**  
**CONTEXT MAP & PARK PLANS**

Please find the map and park plans at the following Dropbox link:

[https://www.dropbox.com/sh/63sqaz8on9mqj5a/AACil6ANZ0qMAokRrEX\\_pCK0a?dl=0](https://www.dropbox.com/sh/63sqaz8on9mqj5a/AACil6ANZ0qMAokRrEX_pCK0a?dl=0)

**EXHIBIT 2  
CONFLICT OF INTEREST AFFIDAVIT**

The undersigned does solemnly declare under the pains and penalties of perjury that this Affidavit is true and correct to the best of my knowledge, information and belief on behalf of myself and \_\_\_\_\_ (“Contractor”):

1. The Contractor entered into an Agreement dated (“Agreement”) with the I-195 Redevelopment District (the “District”), which provides that the Contractor shall undertake certain services with regard to \_\_\_\_\_

—

2. The undersigned warrants that except as disclosed in paragraph 4 below, there are no relevant facts, circumstances now giving rise or which could, in the future give rise to a conflict of interest as defined herein. For purposes of this affidavit, “Conflict of Interest” means that because of other activities or relationships with other persons, a person or the Contractor is unable or potentially unable to render impartial assistance, advice or services to the Corporation, or the person’s objectivity in performing the work set forth in the Agreement is or might be otherwise impaired or has an unfair competitive advantage.

3. The following facts or circumstances give rise to or could in the future give rise to a conflict of interest (Explain in detail):

4. The undersigned agrees that if an actual or potential conflict of interest arises or the undersigned learns of or has reason to believe an actual or potential conflict of interest or an appearance of a conflict of interest may arise involving the Corporation, the Undersigned and/or the Contractor, after the date of this affidavit, the undersigned shall immediately make a full disclosure in writing to the Corporation of all relevant facts and circumstances. This disclosure shall include a description of actions with the undersigned or Contractor has taken or proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest or appearance of a conflict of interest. The undersigned and the Contractor shall work with the Corporation to take any action determined by the Corporation to address such situation.

Executed this day of , 2020.

Contractor:

By:

Name:

Its duly authorized

**EXHIBIT 3:  
MBE, WBE, and/or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN**

Bidder's Name:

Bidder's Address:

Point of Contact:

Telephone:

Email:

Solicitation No.:

Project Name:

This form is intended to capture commitments between the prime contractor/vendor and MBE/WBE and/or Disability Business Enterprise subcontractors and suppliers, including a description of the work to be performed and the percentage of the work as submitted to the prime contractor/vendor. Please note that all MBE/WBE subcontractors/suppliers must be certified by the Office of Diversity, Equity and Opportunity MBE Compliance Office and all Disability Business Enterprises must be certified by the Governor's Commission on Disabilities at time of bid, and that MBE/WBE and Disability Business Enterprise subcontractors must self-perform 100% of the work or subcontract to another RI certified MBE in order to receive participation credit. Vendors may count 60% of expenditures for materials and supplies obtained from an MBE certified as a regular dealer/supplier, and 100% of such expenditures obtained from an MBE certified as a manufacturer. This form must be completed in its entirety and submitted at time of bid. **Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.**

Name of Subcontractor/Supplier:					
Type of RI Certification:	<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> Disability Business Enterprise				
Address:					
Point of Contact:					
Telephone:					
Email:					
Detailed Description of Work to be Performed by Subcontractor or Materials to be Supplied by Supplier:					
Total Contract Value (\$):		Subcontract Value (\$):		ISBE Participation Rate (%):	
Anticipated Date of Performance:					

I certify under penalty of perjury that the forgoing statements are true and correct.

<b>Prime Contractor/Vendor Signature</b>	<b>Title</b>	<b>Date</b>
<b>Subcontractor/Supplier Signature</b>	<b>Title</b>	<b>Date</b>



**EXHIBIT 4**  
**CONCEPT AND TEST FITS**

*(These design concepts and layouts are conceptual. Actual Project designs will be proposed and initiated by an architect following a separate architecture RFP process.)*

Please find materials at the following Dropbox link:

[https://www.dropbox.com/sh/63sqaz8on9mqj5a/AACil6ANZ0qMAokRrEX\\_pCK0a?dl=0](https://www.dropbox.com/sh/63sqaz8on9mqj5a/AACil6ANZ0qMAokRrEX_pCK0a?dl=0)