



I-195 Redevelopment District

Request for Proposals: Shipping Container Supply, Delivery, and Installation

Deadline for Submission: Thursday, March 7, 2024 at 3:00 P.M.

INTRODUCTION

The I-195 Redevelopment District ("District") is issuing this Request for Proposals ("RFP") to engage a qualified respondent to provide a shipping container with delivery and installation services to 195 District Park ("Park") located in Providence, Rhode Island. Delivery must be completed by or around March 29, 2024; the container must be available for use on April 1, 2024.

SCOPE OF WORK

The base specifications for the desired product are described in Attachment A (Shipping Container Specification Sheet).

The selected respondent will be responsible for all aspects of procuring, ordering, shipping, receiving, inspecting, staging, and installing the shipping container at 120 Peck Street (Park) in Providence, Rhode Island. The site location is described in Attachment B and is accessible by a street-level entrance path. Respondent shall notify the District no later than two (2) business days before delivery and installation of the shipping container. The delivery notification shall be made to Jacob Nathan, Park Manager, I-195 Redevelopment District; contact information will be provided upon award. Delivery and installation must occur between 8:00 AM. and 5:00 PM on weekdays unless another time is mutually agreed upon by or around March 29, 2024. Should the respondent feel after-hours, or weekend work will be required to finish the project on time, the respondent should clearly state so within its proposal and include the cost to do so in its proposal.

The selected respondent will be responsible for the following:

- Supervising the performance of the Scope of Work, including performance by any related subcontractors.
- Obtaining CSC safety approval plate for the container.

- Overseeing product orders, deliveries, installations, punch lists, and reasonable cleanup activities.

The District and its civil engineering consultant will conduct a final walk-through upon completion to ensure the shipping container was delivered and installed as directed by the District.

PROPOSAL ELEMENTS

A. General Firm Information

Provide a brief description of the firm, including the following information:

- Company profile including legal name, company history, and organizational structure
- Names of all officers, directors, or partners of the firm
- Addresses of all offices of the firm
- Number of employees employed by the firm

B. Experience and Resources

1. A description of the firm and its capabilities. In particular, the firm's capacity to provide shipping containers, delivery and installation described in the Scope of Work. Please include the following information with your response:
 - Lead time for delivery after receipt of order for all proposed items in Attachment A
 - A plan for delivery and installation
2. Identify who would be involved in providing services to the District, specifically. Provide appropriate background information for each such person as well as contact information including e-mail address and telephone number.
3. Please provide at least three (3) references (including a company name, contact name, e-mail address, and telephone number) for organizations or businesses for which you have performed similar work within the past three years.
4. Please indicate in-house or contracted installation and service. If in-house, indicate number of installation/service staff. If contracted, please list contractor(s) and length of relationship(s) or volume of work completed within the past three years.

5. Identify any material litigation, administrative proceedings, or investigations in which your firm is currently involved. Identify any material litigation, administrative proceedings, or investigations, to which your firm or any of its principals, partners, associates, subcontractors or support staff was a party, that has been settled within the past two (2) years.

C. Pricing Structure

The cost of products and services is one of the factors that will be considered in awarding this contract. The information requested in this section is required to support the reasonableness of the cost quote.

Please provide a cost quote for the Scope of Work using the Shipping Container Specification Sheet (Attachment A). Include all costs for the container(s), shipping, delivery (including all transportation, packaging, crates, containers, insurance, duty and brokerage charges), installation, related services, and any other costs or fees that may be incurred in the performance of the Scope of Work. The District is a tax-exempt organization; a certificate can be provided upon award. Freight and installation costs should be broken out as separate line items on the Shipping Container Specification Sheet.

Provide any other fee information applicable to the engagement that has not been previously covered that should be brought to the attention of the District.

D. Shipping Container Specifications

1. Provide completed Shipping Container Specification Sheet (Attachment A). This should include any proposed alternates.
2. Provide a line-item breakdown to include each item listed on Shipping Container Sheet (Attachment A). This should cover individual attributes of each specified piece including dimensions, material, and style of doors and locks.
3. Provide projected fees associated with delivering and installing the Shipping Container including but not limited to: transportation, delivery, storage, installation, clean-up, and removal of non-recycling and recycling waste materials (at a minimum but not limited to: dimensional and palette wood, plastics, rigid foams, padding, and metals).
4. Provide manufacturer warranties for all proposed line items. The selected respondent shall be responsible for warranty labor for the time stated in the manufacturer's written warranty.

5. Copies of all documentation which demonstrate the firm(s) has the legal ability to perform the services in the State of Rhode Island, described generally heretofore.
6. Certification that a Certificate of Good Standing from the Rhode Island Division of Taxation will be delivered to the I-195 Redevelopment District upon award.
7. A listing of all current and ongoing contracts which may be of conflict of interest.
8. A disclosure of all outstanding financial obligations with the State of Rhode Island.
9. Completion of and signature the ISBE participation plan form attached as part of Attachment C.
10. Acknowledgement of the Conflict-of-Interest Affidavit requirements (see Attachment D).

EVALUATION AND SELECTION

Respondents are advised that only complete proposals for all specified line items will be accepted. Partial or incomplete proposals will void the proposals in their entirety. Each proposal will be reviewed, and a determination will be made based on the following factors:

Budget Approach/Cost Effectiveness Effective and efficient delivery of quality services is demonstrated in terms of price and budget.	50
Overall Experience of Company and Demonstrated Results Professional ability, capacity, and skill of the respondent to perform the work as outlined in Scope of Work, including experience and references.	20
Ability to Supply Requested Product and Perform Services by the Requested Timeline Ability to meet specifications and terms and conditions set forth in the Scope of Work	30
TOTAL POINTS	100
ISBE Participation (additional potential points)	6

All parties responding to this RFP do so at their own expense. The District assumes no responsibility or liability for costs associated with responding to this RFP. Through this RFP, the District has not committed to undertaking the work set forth. The District reserves the right to reject any and all proposals (wholly or in part), to call for new proposals, amend scope of services, or to enter into negotiations with one or more respondents if the District deems it is in its best interest. The District reserves the right to make those decisions after receipt of responses. The District's decision on these matters is final.

ISBE Participation

The Rhode Island Department of Administration has defined an ISBE as a small business enterprise that is owned by one or more individuals who are women or minorities as defined by R.I. Gen. Laws § 34-17.1-3 or that is owned or controlled by one or more individuals with disabilities as defined by R.I. Gen. Laws § 37-2.2.-2. To be recognized, the business must be certified as either:

1. A minority business enterprise by the Office of Diversity, Equity, and Opportunity, a division in the Department of Administration ("ODEO");
2. A women business enterprise by ODEO; or
3. A Disability Business Enterprise by the Governor's Commission on Disabilities.

The District supports the fullest possible participation of ISBEs in the procurement of services.

TIMELINE

February 21, 2024 at 3:00 pm	Non-Mandatory Site Visit; Please RSVP at JNathan@195district.com by 2/19 at 9:00 A.M. for exact location.
February 26, 2024 at 4:30 P.M.	Submission of Written Questions
February 28, 2024	Questions and Answers to be Posted
March 7, 2024 at 3:00 P.M.	Proposals Due

INSTRUCTIONS

Three (3) hard copies and one electronic copy, in PDF format, of the proposal should be submitted by mail or hand-delivery in a sealed marked envelope no later than 3:00 pm on March 7, 2024 to:

I-195 Redevelopment District
Attn: Request for Proposals for Shipping Container
225 Dyer Street, Floor 4
Providence, RI 02903

Note: Proposals should be concise and include all required attachments, and information requested. **Incomplete proposals and/or late will not be considered, and responses received via electronic submission only will be disqualified.**

Questions, interpretations, or clarifications concerning this RFP should be directed by e-mail to Amber Ilcisko at: ailcisko@195district.com no later than 4:30 pm on February 26, 2024. **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 and www.ridop.ri.gov by February 28, 2024 to ensure equal awareness of important facts and details.

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.
- All proposals are “public records” as that term is defined in R.I. Gen. Laws § 38-2-2(4) without regard to any of the exceptions enumerated therein. As such, they are accessible to the public pursuant to the Rhode Island Access to Public Records Act, R.I. Gen. Laws § 38-2-1, et seq.

The District reserves the right to reject any or all proposals for not complying with the terms of this Requests for Proposals. The District also reserves the right to negotiate with the selected Contractor in the event that the lowest responsive and responsible proposal price exceeds available funds. 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 bidder may withdraw a proposal within sixty (60) days after the actual date of the opening thereof.

The District reserves the right to terminate this solicitation prior to entering into any agreement with any qualified firm pursuant to this Request for Proposals, and by responding hereto, no firms are vested with any rights in any way whatsoever.

Attachment A
Shipping Container Specification Sheet

Provide pricing for purchasing:

One (1) Shipping Container, New / "One-Trip":

- External Dimensions: Length 20', Height 8.5', Width 8'
- Internal Dimensions: Length 19 '5-1/2", 7 '9-7/8" Width 7' 8"
- Double Door Entry, Lockable
- Wind and watertight
- Exterior material: Steel or aluminum

Grit-coated ramp at least 72" wide

Shelf brackets to accommodate 6 shelves

Attachment B

Site Location

Park Address: 120 Peck Street, Providence, RI 02903



Attachment C

PROPOSER ISBE RESPONSIBILITIES AND MBE, WBE, AND/OR DISABILITY BUSINESS ENTERPRISE PARTICIPATION FORM

A. Proposer's ISBE Responsibilities (from 150-RICR-90-10-1.7. E)

- 1.** Proposal of ISBE Participation Rate. Unless otherwise indicated in the RFP, a Proposer must submit its proposed ISBE Participation Rate in a sealed envelope or via sealed electronic submission at the time it submits its proposed total contract price. The Proposer shall be responsible for completing and submitting all standard forms adopted pursuant to 105-RICR-90-10-1.9 and submitting all substantiating documentation as reasonably requested by either the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to the names and contact information of all proposed subcontractors and the dollar amounts that correspond with each proposed subcontract.
- 2.** Failure to Submit ISBE Participation Rate. Any Proposer that fails to submit a proposed ISBE Participation Rate or any requested substantiating documentation in a timely manner shall receive zero (0) ISBE participation points.
- 3.** Execution of Proposed ISBE Participation Rate. Proposers shall be evaluated and scored based on the amounts and rates submitted in their proposals. If awarded the contract, Proposers shall be required to achieve their proposed ISBE Participation Rates. During the life of the contract, the Proposer shall be responsible for submitting all substantiating documentation as reasonably requested by the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to copies of purchase orders, subcontracts, and cancelled checks.
- 4.** Change Orders. If during the life of the contract, a change order is issued by the Division, the Proposer shall notify the ODEO of the change as soon as reasonably possible. Proposers are required to achieve their proposed ISBE Participation Rates on any change order amounts.
- 5.** Notice of Change to Proposed ISBE Participation Rate. If during the life of the contract, the Proposer becomes aware that it will be unable to achieve its proposed ISBE Participation Rate, it must notify the Division and ODEO as soon as reasonably possible. The Division, in consultation with ODEO and Governor's Commission on Disabilities, and the Proposer may agree to a modified ISBE Participation Rate provided that the change in circumstances was beyond the control of the Proposer or the direct result of an unanticipated reduction in the overall total project cost.

B. MBE, WBE, AND/OR Disability Business Enterprise Participation Plan Form:

Attached is the MBE, WBE, and/or Disability Business Enterprise Participation Plan form. Proposers are required to complete, sign and submit with their overall proposal in a sealed envelope. Please complete separate forms for each MBE, WBE and/or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.

MBE, WBE, and/or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN					
Bidder's Name:					
Bidder's Address:					
Point of Contact:					
Telephone:					
Email:					
Solicitation No.:					
Project Name:					
<p>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.</p>					
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.					
Prime Contractor/Vendor Signature		Title		Date	
Subcontractor/Supplier Signature		Title		Date	