City of Woonsocket, Rhode Island

Request for Qualifications

Landscape Architecture & Engineering Services

Cass Park Improvements • IV
Bid/RFP/RFQ #5760

Part 1 - The Request

This is a *Request for Proposals* to prepare and submit to the Director of Planning & Development a proposal to provide landscape architecture and engineering services to develop design concepts, construction drawings and specifications for the several Cass Park Improvements Projects – Phase IV.

Firms are invited to submit statements of qualifications to be received no later than 2:00 PM., local time, on Thursday, November 10, 2016, addressed to the Office of the Purchasing Agent, Department of Finance, City of Woonsocket, Rhode Island, City Hall-169 Main Street, Woonsocket, Rhode Island 02895-4379 at which time they will be opened and announced publicly.

Proposals submitted by mails are sent at the risk of the proposing firm. Neither the Purchasing Agent, nor the Department of Planning & Development assumes responsibility whatsoever for proposals sent by mail.

Proposals submitted should be addressed to:

N. David Bouley, Director
Department of Planning & Development
City of Woonsocket, Rhode Island
City Hall – 169 Main Street
Woonsocket, Rhode Island 02895-4379

A. **Cass Park Improvements • IV:** This proposed projects involves the development of plans and specifications as well as construction supervision for various improvements in Cass Park, Cass Avenue, Woonsocket, Rhode Island. The City has received a grant from the Rhode Island Department of Environmental Management in the amount of $388,000.00 and will be contributing an additional $150,000 in in-kind services contributions of city personnel and materials such as earthmoving, paving and other preparatory work. The overall project including the following:

1. Phase A – Complete design, plans and specifications, bidding documents, and inspection administration for two (2) basketball courts on the site of the former hockey rink.[This is part of an already awarded contract for design], including receipt and coordination of all permits from R.I.D.E.M. Wetlands Division.

2. Phase A – Design, plans and specifications, bidding documents, and inspection administration for play area for children six (6) years and older, including play equipment and rubberized play-surface.

3. Phase A – Design, schematic plans and specifications, coordination and permitting with the R.I.D.E.M. Wetlands Division for repairs/replacement/reconstruction of water intake and filtration system for entrance of Iron Mine Brook into Cass Pond and the piping of water for an aeration fountain and pond dredging.

4. Phase A – Design, plans and specifications, bidding documents, and inspection services for rehabilitation of the present little league baseball field into a girls' softball field. (Does not include the design and installation of 'versa block' retaining wall designed and constructed by the City to increase site availability for the proposed enlarged field).

5. Phase B. Preparation of final drawings, specifications, bidding documents and supervise construction of all improvements designed in 3 Phase A.

6. Items above may be bid in total or individually. Phase B to be constructed individually.

The contract will be awarded to the responsible bidder whose proposal is determined to be the most advantage to the City, based upon a number of factors considered, in the sole discretion and judgment of the City. It is reasonably estimated by the City of Woonsocket that the costs of such professional landscape architecture and engineering services will exceed twenty thousand dollars ($20,000.00) [RIGL § 37-2.60].

The City of Woonsocket shall base its decision in choosing a qualified firm on the following criteria:

- Demonstrated competence to perform the services as reflected by technical training and education; general experience; experience in providing the required services; and the qualifications and competence of persons who would be assigned to perform the service, whether as a contractor or subcontractor;

- Ability to perform the services as reflected by workload and availability of adequate personnel, equipment, and facilities to perform the services expeditiously;

- Past performance as reflected by the evaluation of private persons and officials of other governmental entities that have retained the services of the firm with respect to such factors as control of costs, quality of work, and an ability to meet deadlines; (Letters of recommendation may be submitted); and

- Landscape architectural design style and philosophy that is modern/contemporary; that addresses the issues of tradition/innovation especially to the City and Region, as well as aesthetic/philosophical issues both local and general. An architectural style that is vibrant, innovative, creative, bold yet balanced and harmonious, and award-winning (sparks cultural and intellectual interest within our community and beyond). Aesthetic authenticity that is inspired by and expands upon history, local and general, where appropriate.

- The proposed approach to the project, where applicable.

- Prior experience doing work with the City of Woonsocket is useful, but not necessary.

Copies of the Request for Qualifications are on file at the Office of the Director, Department of Planning & Development, and are available upon request, by standard mail or by email at ndbouley@woonsocketri.org. The City reserves the right to reject any and all proposals, to waive any formalities in any proposals, and to choose the proposal deemed solely by the City to be in the best interest of the City. The City reserves the right to award professional service contracts to one or more qualified bidders in the best interest of the City and the smooth and efficient operation of the program.

Proposals should be submitted in a sealed envelope addressed "Sealed Bid—Landscape Architecture/Engineering Services • Cass Park Improvements Phase IV"

Evaluation of qualifications and performance data shall be performed by staff of the Department of Planning & Development based upon the following criteria:

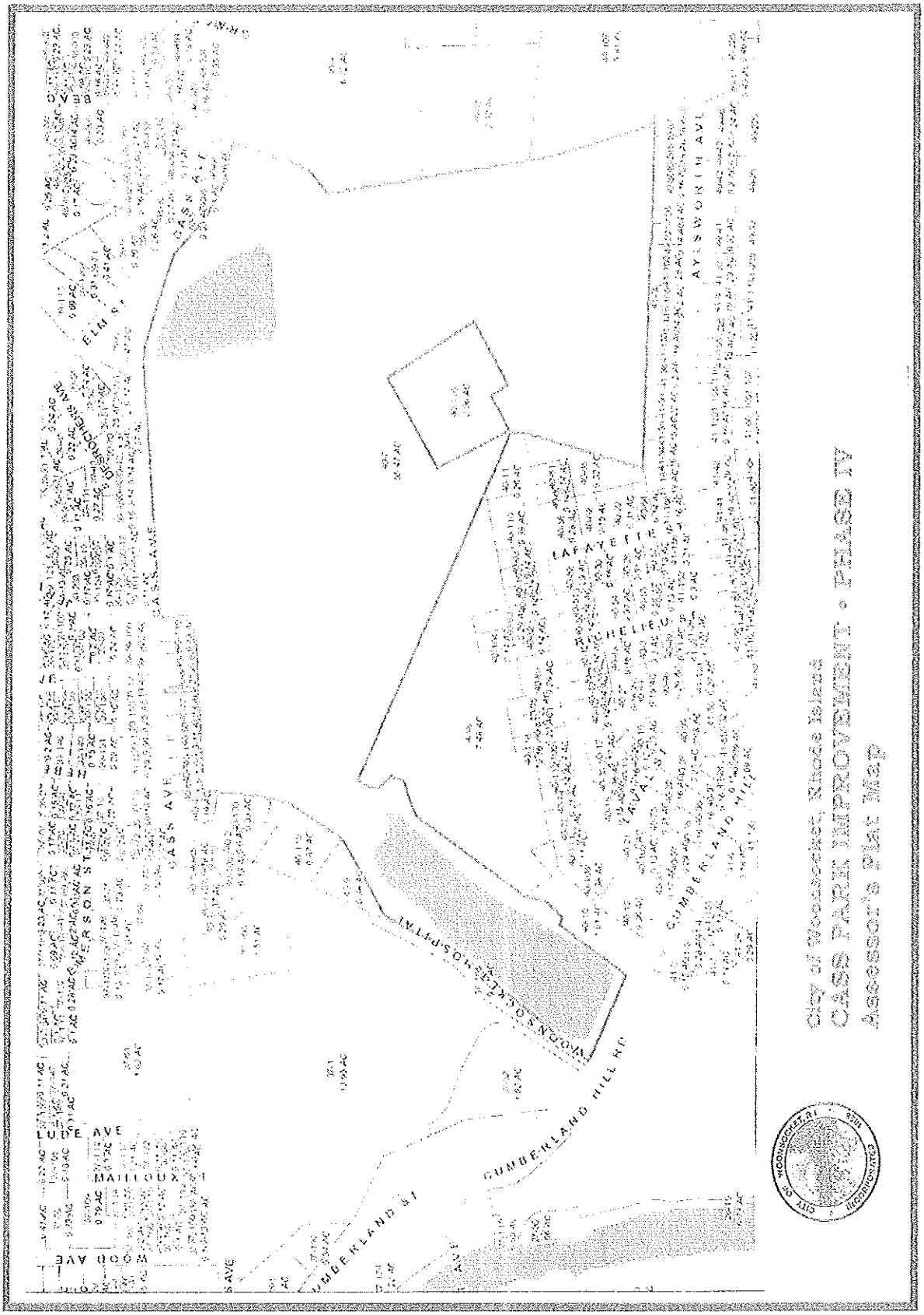
- Statements that may be submitted in response to the solicitation of landscape architecture and engineering services.

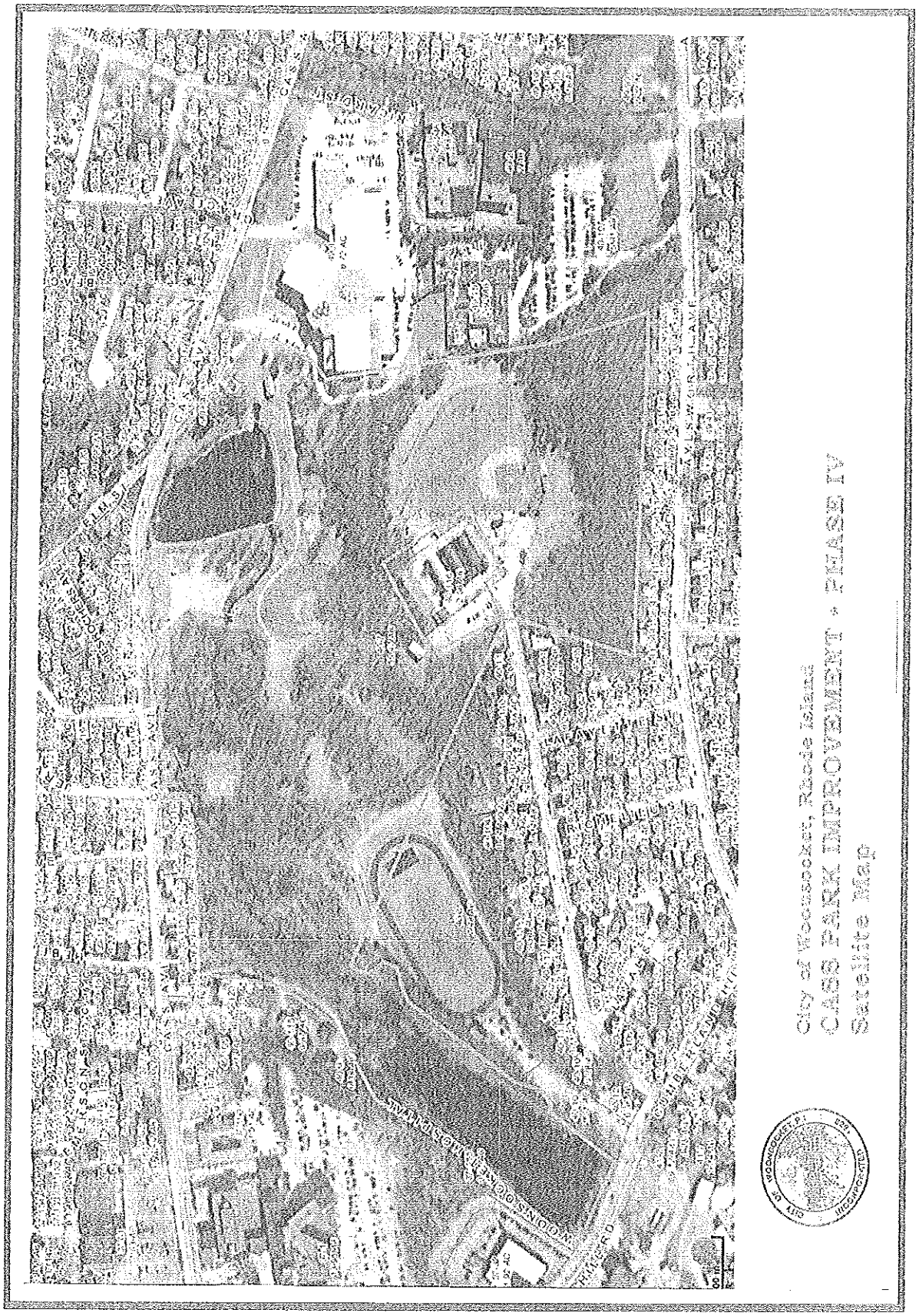
- Statements of qualifications and performance data.

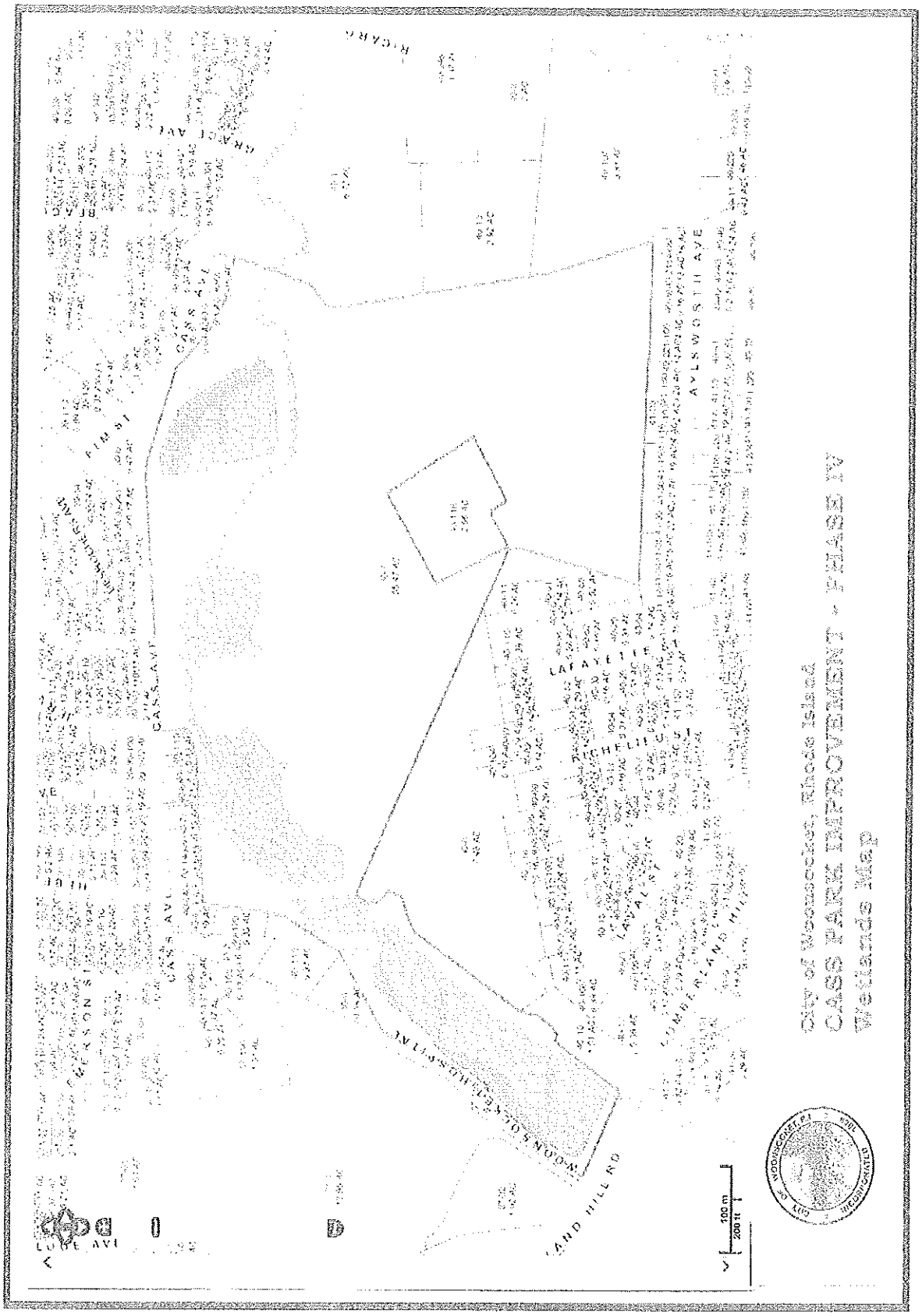
- Five (5) copies of all documents, including a statement reflecting the business and individual qualifications of the firm and its personnel; a listing of the personnel that will be participating in the project; the past experienced of the personnel who will be directing or participating in the project (including biographical information) and of the firm; including recent similar projects (containing a portfolio [may include website links]) shall be submitted, as well as an electronic copy.

Final determination of contract award and amount shall be subject to approval by Resolution of the City Council upon recommendation by the staff of the Department of Planning & Development. The City of Woonsocket may opt to conduct interviews of certain proposers or may request more information or documentation in writing. Proposers should feel free to offer supplementary information not specifically requested hereinabove.

N. David Bouley, Director
Department of Planning & Development


City of Woonsocket, Rhode Island
CASS PARK IMPROVEMENT • PHASE IV
Assessor's Plat Map
CASS AVE
CUMBERLAND HILL RD
CUMBERLAND ST
LAFAYETTE
RICHELIEU ST
AYLSWORTH AVE
MAILLOUX ST
WOOD AVE
ELM ST
CASS AVE
MERSON ST
LUDE AVE


City of Woonsocket, Rhode Island
CASS PARK IMPROVEMENT - PHASE IV
Satellite Map


City of Woonsocket, Rhode Island
CASS PARK IMPROVEMENT - PHASE IV
Wetlands Map
AYLSWORTH AVE
LAFAYETTE ST
RICHELIEU ST
LAVAL ST
CASS AVE
FIM ST
GRACE AVE
LAND HILL RD
100 m
200 ft

169 MAIN STREET • WOONSOCKET, RI 02895-4379 • PH (401) 762 • 6400 • FX (401) 766 • 9312