



**CITY OF EAST PROVIDENCE
DEPARTMENT OF PUBLIC WORKS
SPECIFICATIONS
REQUEST FOR PROPOSALS
RFP EP20/21-21
INSTALLATION OF FIELD LIGHTING AT MULTIPLE CITY LOCATIONS
BID OPENING THURSDAY, SEPTEMBER 2, 2021 AT 11AM**

I. INTRODUCTION

The City of East Providence is soliciting proposals from electrical contractors to provide and install field lighting and other miscellaneous lighting for Christmas tree lighting at the Senior Center and string lights near the East Bay Bike Path in Riverside Square.

The required construction services shall include all permitting and site work including but not limited to erosion controls, trenching, augering, digging, meter installations, installation of new and re-purposed light pole foundations both poured in place and pre-cast, outlet installations, lighting controls, timers, electric service panel and control panel installation, electric hand holes and pull boxes, mount light poles on bases, wire, lights, etc., general construction and safe work practices, equipment, labor, and materials as necessary to complete this project.

II. SITE DESCRIPTION

The locations include the following:

- Pierce Field Little League Field off Lyon Avenue (new Musco Lighting) - 201 Mercer Street.
- Kimberly Ann Rock “Linberg” Little League Field (new Valmont light poles and CREE Lighting) – Ferris Avenue.
- Hull Street Playground – Install 3 repurposed 35-foot tall poles, 10-foot ling x 30-inch diameter pre-cast concrete bases with Cooper Lighting – N. Hull Street, Whiteknact Elementary School.
- Senior Center - Install 2 repurposed 35-foot tall poles, 10-foot ling x 30-inch diameter pre-cast concrete bases with Cooper Lighting as well as electric outlets around walking path for Christmas tree lighting.
- Pierce Field - Install 2 repurposed 35-foot tall poles, 10-foot ling x 30-inch diameter pre-cast concrete bases with Cooper Lighting.
- Riverside Square – Two electric drops with meter pedestal including approximately 420 feet of conduit, electric boxes, post outlets for tree lighting, installation of 23 light posts and 23 light bases with outlets, and 345-feet of commercial grade 14 gauge string lights with 2-foot

spacing.

III. OBJECTIVE

The objective of the City is to increase the nighttime usage of athletic fields and general improvements to Riverside Square.

IV. SCOPE OF WORK

The project shall be bid as a lump sum and shall meet the minimum requirements shown on the plans and as described within the specifications. The work required to meet the City's objective shall consist of but not necessarily be limited to the following activities:

A. CONSTRUCTION PHASE: Required services shall include, but not limited to:

1. Preparation of all necessary shop drawings, samples, and submittals to conform with approved design elements.
2. The Contractor shall implement the erosion and sediment plans and any dewatering that may be required.
3. Provide all necessary labor, supplies, materials, equipment, and services required for the complete installation and construction in accordance with the approved plans and specifications. It emphasizes that this project be done on a turnkey basis, with all features ready for use upon completion.
4. Construction meetings will be held weekly with the owner/owner's representative.
5. Contractor shall provide all certifications and testing (compaction, sieve analysis, etc.) results to the Owner for review and approval.
6. The City shall produce the final as-built to assure the construction meets the plans and specifications.

V. SUBMISSION OF PROPOSAL

Four (4) sealed copies of technical proposals shall be submitted to the Controllers Office, Attn: Dawn Kenney, Procurement Specialist, Room 103, City Hall, 145 Taunton Avenue, East Providence, RI 02914-4505 by 11am on Thursday, September 2, 2021. Responses to this solicitation should, at a minimum, include the following:

- A company brochure including address, city, state, phone and fax numbers, e-mail and web page address.
- Provide a signed statement that your firm is not currently on the Government Contractor Debarred List prohibiting any contractual relationship using federal funds.
- A description of the company's background in working with projects of similar scope describing previous collaboration experience on relevant projects.
- A description of the background experience and involvement of personnel who will be

assigned to the project.

- References
- Any other information deemed to be pertinent in assisting the City in adequately reviewing the firm’s capabilities and qualifications with respect to the proposed project.
- Bonding capability for a \$500,000 project.
- A Cost Proposal is to be submitted along with a schedule, which will identify the proposed cost structure for reimbursement, lump sum, as well as all applicable breakdowns of anticipated man hours per task, multipliers, and/or milestones for percentage payments, etc. that are appropriate for each phase of the scope of work. The City reserves the right to award the entire contract of any portion thereof to the most qualified bidder, as judged solely by the City. The City also reserves the right to delete elements of each phase should it be deemed in the City’s best interest to do so.

VI. ESTIMATED PROJECT TIMETABLE

Solicitation of Proposals:	August 5, 2021
Pre-proposal meeting:	August 17, 2021 (City Hall, 2 PM)
Submission of Proposals:	September 2, 2021 (11AM)
Contract Award:	September 10, 2021
Contract Completion	November 30, 2021

VII. SELECTION PROCESS AND CRITERIA

Proposals will be reviewed by City staff from the Department of Public Works and Planning. This is a Request for Proposal, as such responses will be evaluated on the basis of the relative merits of the proposal, in addition to associated fee. The City reserves the right to schedule interviews following the submission of the proposals. The selected firm shall be chosen based on its qualifications, strength of its proposal, and associated fees. The following criteria will be used to evaluate the responses:

1. Company Qualifications and Experience

Specialized experience is required in a series of work areas. Proposals must clearly demonstrate full knowledge, understanding, and experience in the methods, techniques and guidelines required for the performance of the required work. All elements within this factor are of equal importance.

The BIDDER must demonstrate experience in site construction and paving and/or similar scopes of work within Massachusetts and Rhode Island.

The BIDDER must demonstrate expertise in the field of site design and the processes involved in obtaining all required permits and approvals.

2. Personnel Qualifications and Availability

Specialized experience is required of the project personnel proposed to undertake the work assignments. Proposal must clearly demonstrate the capability, academic background, training, certifications and experience of the proposed personnel. The availability of the proposed staff is also of critical importance and must be demonstrated. Specific project experience relevant to this scope of work must be demonstrated, as well as specific company experience.

3. Performance Record of Firm

A list of references of at least three (3) recent contracting officers on projects of a similar magnitude and complexity; references must include telephone number and affiliation.

4. Project Understanding and Approach

The BIDDER must demonstrate a comprehension of the role and function of this project in meeting the objectives of the CITY.

In addition to the understanding of the scope and approach, the BIDDER must demonstrate the following which will be considered in the selection:

1. Knowledge of current issues and state of the art in the relevant technical areas.
2. Experience demonstrated on similar projects.
3. Working knowledge of the geographic area as evidenced by prior work experience in the region.
4. A demonstrated expertise and ability for rapid turn-around and flexibility on short-term projects.
5. The capability to effectively direct multiple simultaneous work assignments.
6. An ability to integrate and utilize interdisciplinary study teams effectively on assignments requiring a variety of skills and expertise from in-house resources.
7. The ability to provide the necessary skills and expertise from in-house resources.

8. Methods for assuring product quality, cost control, delivery schedule and project oversight. A narrative description of the BIDDER'S quality control plan must be included.
9. Proven ability to work with municipal, state and federal government agencies and complete projects in a timely fashion and within the prescribed budget.

VIII. GENERAL CONDITIONS

- A. The City reserves the right to reject any and all proposals, to waive any informality, to request interviews of contractors prior to award and to select and negotiate the contractor's services in the best interest of the City.
- B. The City reserves the right to accept all or part of any proposal and to negotiate a contract for services and cost with the selected Contractor.
- C. The Contractor shall provide all necessary personnel, sub-contractors, materials and equipment to perform and complete all work under this proposal.
- D. All original documents and drawings shall become the property of the City after completion of the consultant's work.
- E. The Contractor shall be prepared to commence work immediately upon execution of a contract with the City.

Any questions should be in writing directed to Daniel Borges, Director of Public Works dborges@eastprovidenceri.gov or Erik Skadberg, City Engineer, City of East Providence, Rhode Island eskadberg@eastprovidenceri.gov by Thursday, August 26, 2021 at 4pm.