



**CITY OF EAST PROVIDENCE
CRESCENT PARK CAROUSEL
REQUEST FOR QUALIFICATIONS
RFQ EP24/25-04**

**CRESCENT PARK CAROUSEL STABILIZATION – PHASE 2
BID OPENING THURSDAY, NOVEMBER 21, 2024, AT 11:00AM**

SPECIFICATIONS

I. INTRODUCTION

The City of East Providence is looking to hire a company to remove, create/cast and install new Top Hub/Bearing and a Center Hub/Bearing on the historic Charles I.D. Loeff Carousel. This is Phase II of the Crescent Park Carousel.

The Crescent Park Carousel was built in 1895 by Charles I.D. Loeff, one of the earliest and foremost carousel designers. The Crescent Park Carousel is nationally recognized as a true masterpiece of wood sculpture. Originally built as a showcase for prospective buyers it is the largest and most elaborate of Loeff's works. The Carousel contains 62 beautifully hand carved figures and 4 fanciful chariots. Overall richness of effect was Loeff's trademark, and the Crescent Park Carousel gives full interpretation to that spirit. Elaborate embellishments of decorative panels, beveled mirrors, faceted glass jewels, electric lights, colored sandwich glass windows and its original band organ music surround flying steeds to create Loeff's "Total Carousel Experience."

Saved in the 1970's by a handful of residents, the Crescent Park Carousel was placed on the National Register of Historic Sites and Places in 1976. In 1985, the Rhode Island General Assembly proclaimed the Carousel as the State Jewel of American Folk Art and in 1987, the Department of the Interior, National Park Service, designated the Carousel as a National Historic Landmark.

II. BACKGROUND

In 2020 the carousel was having issues with balance, it was found that we needed to replace the existing mast foundation and that we had a lot of wear on our top and center bearings. It was determined to break the project up into 2 phases.

Stabilization Phase 1 – the installation of a new mast foundation along with adjustment plates was an almost 2-year project completed in 2022. When the Carousel reopened in 2022, it was decided best to run at a reduced capacity and reduced hours of operation to try and prevent additional and excessive wear on the bearings and buy a little more time before undergoing the next phase of the stabilization project.

Stabilization Phase II – New Top Hub/Bearing and Center Sweep Hub/Bearing will correct the mechanical portion of our balance issue. Once the Hubs/Bearings are replaced, Carousel staff would be able to increase hours of operation and ride capacity.

III. SCOPE OF SERVICES

To access the top and center Hub/Bearings the carousel will need to be dismantled including electrical components. Once dismantled, the Hubs/Bearings will need to be removed and new Hubs/Bearings casted and installed. Once installed, the carousel will need to be reassembled, making corrections or required repairs on various elements throughout the process. All work completed must be in line with current ride safety standards and regulations, permits will be required.

IV. TIMETABLE FOR COMPLETION

This project is time sensitive and would need to be completed during our off season. We would want the project to be started as soon as possible, with a completion date no later than May 1, 2025, to ensure a timely opening for the 2025 season.

V. SUBMISSION REQUIREMENTS

A. Insurance

The Consultant shall hold General Liability insurance in the amount of \$1 million naming the City of East Providence as the additional insured. Proof of such insurance shall be provided by the consultant prior to entering a contract with the City.

B. Proposals

One (1) original, two (2) copies, and an electronic version preferably as a pdf document from all interested parties shall be submitted East Providence City Hall, Controllers Office, Room 103, Attn: Jessica Lamprey, Procurement Specialist, 145 Taunton Ave., East Providence, RI 02914 no later than **THURSDAY, NOVEMBER 21, 2024, AT 11:00AM.**

Responses to this RFP shall include the following information:

1. Name of consultant/firm.
2. Business address, including city, state, zip code and phone/fax number.
3. Have you ever defaulted on a contract? If so, where and why?
4. Description of the background and relevant experience of the consultant/firm to be responsible for the scope of work outlined above, along with any sub-consultants to be employed.
5. Description of the background and experience of the designated project manager and other personnel who will participate in the project design and implementation, including a description of the function of each designated participant.
6. A time schedule for completing each task of the project identified in the scope of work.
7. A minimum of three (3) references.

VI. SELECTION PROCESS & CRITERIA

Proposals will be evaluated by Carousel and City of East Providence staff. Responses will be evaluated based on overall qualifications and experience.

A qualified candidate should have the following:

- 10+ years of experience with references
- Restoring and repairing historic wood carousels.
- Experience disassembling and reassembling historic wood carousels.
- Experience and ability to cast new Hubs/Bearings
- Experience and ability to fabricate various carousel components if required
- Experience and ability to forge drop rods or crankshafts if required
- Experience removing, replacing or repairing commutators and other electrical components.
- Certified NAARSO and a ASTM Member to ensure the work completed complies with current ride safety standards.

VII. GENERAL CONDITIONS

1. The City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate management services in the best interest of the City.
2. The Consultant will abide by all Federal, State and City regulations in the performance of the scope of work specified in this Request for Proposal.
3. 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 Firm.
4. The Consultant shall provide all necessary personnel, materials, equipment and facilities to perform and complete all work under this proposal.
5. The City intends to make a decision on a contract for the requested management services within thirty (30) days of the bid deadline. The Consultant shall be prepared to begin work immediately upon the execution of a contract with the City

Equal Opportunity/Affirmative Action Employer

Jessica Lamprey
Procurement Specialist