

TOWN OF WARREN REQUEST FOR PROPOSALS

**Garage Addition
1 Joyce Street**

Submittal Deadline: May 15, 2020 at 11:00 AM

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Garage Addition

TABLE OF CONTENTS

1. INTRODCUTION.....2
2. TOWN OBJECTIVES.....3
3. REQUESTED SERVICES.....3
4. SUBMITTAL INSTRUCTIONS.....3
5. SELECTION CRITERIA.....4
6. PROJECT TIMELINE.....4
7. Appendix A.....5

1. INTRODUCTION

The Town of Warren (the Town) is interested in receiving proposals for the construction of a garage at Government Center/Warren Police Department, 1 Joyce Street. The intent of this Request for Proposals (RFP) is to identify one or more bidders with whom the Town might retain to perform this work.

In responding to this RFP, Bidders shall provide evidence of their qualifications. Responses will be evaluated on the effectiveness, depth, technical feasibility, comprehensiveness and cost. The Town of Warren then intends to choose one of the Bidders as a partner for executing the scope.

In posting this RFP, the Town reserves the right to:

- Contract with the winning Bidder to provide the services identified in Section 3.
- Adjust the scope of work.
- Reject any and all responses resulting from this RFP.
- Cancel the Solicitation at any time prior to the execution and approval of a contract. If this Solicitation is canceled, all proposals received in response to this RFP will be rejected.

The Town is not liable for any costs incurred by any person or firm responding to this RFP. The Town reserves the right to reject, as non-responsive, any proposals that do not contain the information requested in this RFP. Specific instructions for developing and submitting the RFP are provided in Sections 5 and 6. Late responses will not be accepted. The Town is

under no obligation to return any proposals or materials submitted by a Bidder in response to this RFP.

Please direct all questions regarding this RFP (email only) to:

Bob Rulli, Director

Office of Planning & Community Development

Town of Warren

Email: brulli@townofwarren-ri.gov

2. TOWN OBJECTIVES

The Town intends to have a 20' X 22' garage constructed at Government Center, 1 Joyce Street. .

3. REQUESTED SERVICES

The successful Bidder will provide all services and materials necessary for the construction of a 20' X 22' garage as outlined in the attached specifications.

4. SUBMITTAL INSTRUCTIONS

4.1 Questions – All questions related to this RFP must be submitted via email to Bob Rulli at the email address noted above.

4.2 Addenda to RFP – If it becomes necessary to revise any part of this RFP, or if additional information is necessary to clarify any of its Provisions, an addendum will be posted on the statewide procurement site, <http://www.purchasing.ri.gov/>

4.3 Content – The requirements listed in this Section represent the minimum content that must be included in each submittal. They are not intended to limit substantive content (unless expressly stated otherwise). It is the Bidder's responsibility to include information in their submittal that meets these minimum content requirements as well as any additional information that further demonstrates relevant qualifications.

4.3.1 Cover Letter

4.3.2 Description of Firm and Experience – Describe your firm's legal structure, areas of expertise, length of time in business, number of employees and other information that would be helpful in characterizing your company.

4.3.3 Use of Subcontractors – Bidder must identify any subcontractors that will be used on this project and describe the contractual arrangement that will exist with all subcontractors. The Bidder will be considered the prime Contractor and will be fully

responsible for the performance of all services, including the quality and timeliness of work performed by the subcontractor.

- 4.3.4 References – Provide three (3) municipal references for which your firm and/or your key personnel have provided similar services.

- 4.3.5 Bid Submittal – Three (3) copies of submittal must be received by the Warren Town Clerk, 514 Main Street, Warren, RI 02885 prior to 11:00 AM on May 15, 2020. Any submittal received after this time will be automatically rejected.

5. SELECTION CRITERIA

Responses will be based on experience, references, timing and price.

6. PROJECT TIMELINE

Milestone	Milestone Date
RFP Announced	April 21, 2020
Site Visit (contact Bob Rulli)	Must be scheduled individually
End of question period	May 8, 2020 by 3:30 PM
Responses posted to http://www.purchasing.ri.gov	May 8, 2020 by 4:30 PM
Bids due	May 15, 2020 at 11:00 AM
Contractor Selected	No Later than June 1, 2020

Bid Form:

TO: Town of Warren
Office of the Town Clerk
514 Main Street
Warren, Rhode Island 02885

PROJECT: _____

DATE: _____

SUBMITTED BY: _____

ADDRESS OF BIDDER: _____

TELEPHONE NUMBER: _____

LICENSE # _____

BID

Having examined the place of work and all matters referred to in other sections of this document prepared by the Town of Warren, Planning Department for the above mentioned project, we the undersigned, hereby propose to enter into a contract to perform the work for a total sum of:

(Numerical Sum)

(Written Sum)

ACCEPTANCE:

This bid shall irrevocably be open to acceptance for ninety (90) days from the bid closing date. If this bid is accepted by the Owner within ninety (90) days, we will:

- 1.) Furnish the required bonds and insurance certificates in compliance with the provisions of the instruction to bidder.
- 2.) Commence work in accordance with the approved schedule with a completion date no later than ninety (90) days from the date of the notice to proceed.

BID FORM SIGNATURES:

(Bidder's Printed Name)

By: _____
(Signature)

Title : _____



**TOWN OF WARREN, RI
POLICE DEPARTMENT
1 JOYCE STREET
WARREN, RI 02885
401-245-1311**

Police Garage (20' x 22')

MINIMUM BID SPECIFICATIONS

*The following are **minimum specifications**.*

Bid to include all labor and building materials for the construction of a 20' x 22' police garage/sally port to be attached to the existing structure. This construction is to include all electrical and heating requirements.

Refer to Attached Specification Document and Rough Plan

Police Garage (20' x 22')

SPECIFICATIONS

The following are minimum specifications.

Foundation

22' Wide x 20' Deep Concrete Slab & Foundation Wall

Framing - Walls

2" x 6" KD Spruce #2

Exterior Plywood - 1/2"

Ceiling & Roof

2" x 4" KD Spruce #2

Wood Truss System

5/8" Dry-guard Sheathing

R38 Insulation

Ice & Water Barrier

Owens Corning Duration Shingles (Estate Gray)

Ridge Vent

Exterior Finish

Versetta Stone Vinyl Siding (brick appearance to match existing building)

PVC Trim-board & Corners

Interior Finish

R20 Insulation

Sheetrock - ½" Imperial (walls and ceiling)

Imperial Veneer Finish Plaster (walls and ceiling)

Garage Door

Roll Up Door - 18' W x 14' H

Automatic Door Opener

Side Door

Commercial Grade Steel Door (36 inches or wider)

Electrical

Ceiling lighting with switches and outlets (2) per wall

Heating

50,000 BTU Ceiling Mount Forced Hot Air

Engineering Permits

All necessary permitting and insurance

