

**INVITATION TO BID**  
**by the PAWTUXET RIVER AUTHORITY**

**CONSTRUCTION OF CANOE/KAYAK LAUNCH/FISHING AREA**  
**RANDALL POND, CRANSTON, RHODE ISLAND**

The Pawtuxet River Authority (the PRA) is soliciting bids for land survey, design and permitting services.

**BACKGROUND**

The Pawtuxet River Authority, doing business as the Pawtuxet River Authority & Watershed Council (the PRAWC), is a quasi public agency and non-profit public benefit corporation created by the Rhode Island General Assembly in 1972 (RI General Laws 46-24). The authority is expressly authorized to provide for land and water conservation and for the construction and maintenance of hiking and biking trails, flood control and water pollution control facilities, preservation of wetlands, dam construction, diversion of streams, dikes, walls, and pumping stations.

The PRA is undertaking a project to create an outdoor public recreational facility on land it owns on Randall Pond at the northerly end of Libera Street in the city of Cranston, RI, also identified as Cranston plat 12 lot 3137.

The project will consist of construction of a wooden elevated walking deck from the Libera Street curb area to an enlarged terminus deck on the pond. Other work will include improvement of frontage along Libera Street, curb repair, removal of dumped solid waste and soil from abutting wetlands, tree trimming, vegetation removal, and other site preparation work as necessary. The services to be provided by the candidate contractor will consist of:

1. land survey as necessary to affect the project
2. overall project design,
3. obtainment of all required federal, state and local permits including compliance with Federal Highway Directive Title 23, Code of Federal

Regulations, Section 771.113 by performing a resource review necessary to establish that the project will have no significant impact on resources. This involves identification and evaluation (Phase 1) surveys of potential cultural and historic resources, wetland resources and threatened and endangered plant and animal species at the proposed project site prior to any construction activities.

All work is to be done in compliance with the Rhode Island Department of Environmental Management (RIDEM) Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act.

Funding for this project will be provided by the USDOT/Federal Highway Administration through the RI Trails Advisory Committee and the Pawtuxet River Authority.

### **SCOPE OF WORK**

The purpose of this Invitation to Bid is to select a qualified contractor to provide:

1. land survey as necessary to affect design and permitting requirements
2. A construction-ready design which will be consistent with the vision of the Pawtuxet River Authority
3. Obtainment of all necessary permits as described above

Should the respondent feel additional tasks are needed to prepare a better evaluation and design, these tasks should be included along with a discussion of their necessity and a clearly articulated separate credit/charge associated with the recommended work.

### **PRE-BID MEETING**

There will be a required pre-bid meeting at the project site for all prospective bidders at 10:00 AM Monday January 13, 2014 to explain the project.

## REQUIREMENTS OF RESPONDENT'S SUBMITTAL

Responses to this solicitation are required to specifically provide the following two areas of information:

### A. Qualification Statements

The following documentation of qualifications must be provided and shall be used to evaluate the ability of the respondent to perform all work:

- Documentation of the respondent's professional qualifications (including licensing) and experience in landscape design on similar projects. The PRA will be the sole judge as to the similarity of the project(s) referenced.

### B. Other requirements for the Bid

- Project Costs

Include in the proposal an estimate of the costs for the project as outlined in Scope of Work. Direct costs shall be broken down by task as applicable including costs for subcontractors.

- Resources and Availability of Personnel

Provide a description of the resources needed for your completion of this project (including subcontractors) and their availability over the term of the project.

- Project Schedule

A project schedule shall be included in the proposal outlining the time necessary to complete the project. The schedule shall show the anticipated start and end dates for each task and subtask, as appropriate, from the start of the project to final completion. A start date of February 1, 2014 should be assumed for proposal project scheduling purposes

## SUBMITTAL PROCEDURES

Prospective candidates must submit a bid containing the above information and consisting of (1) paper format (1) electronic format. Bids are to be placed in sealed envelopes and clearly marked: "DESIGN BID- RANDALL POND PROJECT" and addressed to the Pawtuxet River Authority, Chairman Robert J. Nero.

The bid must be sent/delivered to:

Pawtuxet River Authority  
c/o Robert Nero, Chairman  
8 Hope Furnace Road  
Hope, RI 02831

and received by 5:00 PM, Friday, January 31, 2014.

Bids will be opened publicly at the headquarters of the Pawtuxet River Authority, 8 Hope Furnace Road, Hope, RI 02831 at 5:30 PM, on January 31, 2014

PLEASE NOTE: THERE WILL BE NO EXCEPTIONS TO THIS DEADLINE. Faxed statements will not be accepted. No supplemental materials will be accepted after this date.

The PRA reserves the right to accept or reject without prejudice, any or all proposals, or to accept the bid deemed to be in the best interest of the Pawtuxet River Authority.

### **ADDITIONAL INFORMATION**

#### **Questions Regarding the Bid Request**

All pre-bid communications regarding this bid request should be addressed to:

Robert J. Nero/Chairman  
Pawtuxet River Authority  
8 Hope Furnace Road  
Hope, RI 02831  
401-330-0812 (c)/401-615-7039 (o)  
pra@pawtuxet.org

### **EVALUATION PROCEDURE/CRITERIA**

A selection committee comprised of PRA Board Members will evaluate all bid proposals received by the deadline. The evaluation is based on a numerical score sheet. Based on the evaluation, the selection committee will select a firm.

The proposals will be evaluated based on the following criteria:

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| 1. Experience on Similar Projects          | 20% |
| 2. Resources and Availability of Personnel | 10% |
| 3. Project Schedule                        | 20% |
| 4. Project Costs                           | 50% |

This RFP does not obligate the PRA for any costs associated with preparing or submitting statements. The use of any particular brand names in this RFP does not constitute an endorsement by the PRA.