Rhode Island Convention Center Authority
Request for Proposals
**Portable Basketball Floor**

The Rhode Island Convention Center Authority (hereinafter referred to as "Authority") is seeking proposals from qualified bidders to furnish a portable basketball floor of 1st grade (Competition) hard maple wood to be installed at the Dunkin' Donuts Center (hereinafter referred to as "DDC").

Proposals must be submitted by Monday, June 10, 2013 by 2:00 p.m. EST to Robert Lauro, Director of Operations, Dunkin' Donuts Center; One LaSalle Square; 3rd Floor; Providence, RI 02903.

## Overview

The Authority is a public corporation created by the Rhode Island General Assembly to facilitate the construction and development of a convention center, parking garages, and related facilities such as the DDC. The Authority contracts a management group or groups to manage the daily operations of the facilities as stated.

## Goal

Furnish a portable basketball floor of 1st grade (Competition) hard maple wood. This portable floor shall be constructed of sectional panels and when assembled shall provide a floor surface of 60' wide x 120' long consisting of a combination of - 4' x 8' panels and 4' x 4' panels.

## ELIGIBILITY

To be eligible to respond to this RFP, the proposing Contractor must demonstrate that they, or the principals assigned to the project, have the capacity to provide a fully qualified staff with current Licenses and Certifications for design/programming of the key elements of the System.

Proposing Contractor must include with their proposal a satisfactory work history (no less than 3 references) of providing similar services for other accounts and similar operations; a proposal demonstrating their complete understanding of the critical nature of the services required and the detailed plans relating to system integration and installation; and a resume of key employees available to perform.

## PERMIT FEES

It is the responsibility of the Contractor to obtain all necessary Permits to conduct the work required in the installation of the basketball floor. The Cost of these Permits is the sole responsibility of the Contractor.

**RFP SCHEDULE**

| | |
|---|---|
| Release RFP | 05/23/13 |
| Pre-Bid Conference/Walkthrough | N/A |
| PROPOSAL DUE | 06/10/13 by 2:00 p.m. EST |

## INSTRUCTIONS TO CONTRACTORS

1. Contractor must propose to execute all phases of the proposal in a single bid. The proposal must be signed by an officer of your firm with the authority to commit the firm.

2. It is the intent of the DDC to purchase items that are operable within the system outlined in this RFP. Therefore, the Contractor is required to deliver a complete, working system. Should it be discovered that the Contractor failed to identify equipment required for fully operational floor, the Contractor shall supply those items at no charge to the DDC.

3. All prices shall be FOB Dunkin' Donuts Center; One LaSalle Square; Providence, RI 02903.

4. A physical inventory list of the installed equipment shall be provided to the DDC upon completion of installation. This list shall include, but not be limited to brand, model, serial numbers, etc.

5. Detailed schematic/technical drawings shall be provided to the DDC upon completion of the installation. These drawings shall include, but not be limited to brand, model, serial numbers, etc.

6. A summary of maintenance costs per year shall be included in the bid submittal as an **optional** item for possible award and shall not be included in the total solution costs, but listed separately.

7. The successful Contractor will be responsible for the rental and/or purchase of all machinery and tools required for installation.

8. The successful Contractor shall be responsible for determining all facility conditions that will affect the installation and/or performance of the system. (ie: electric/power sufficiency, event scheduling, etc.) Contractor shall identify issues and incorporate remediation if necessary for the installation.

9. The successful Contractor must maintain a local service department within a 25-mile radius of the DDC and stock sufficient replacement parts and equipment components to provide the specified warranty service. The Contractor must be able to provide prompt, on-site service 7 days per week, not to exceed a 24 hour response time

10. Delivery (including inside delivery to site) must be included in proposal.

11. Proposals received by the DDC after the submission deadline will be considered void and unacceptable.

12. The contract awarded as a result of this RFP will be a firm one-time contract.

**SCOPE OF PROJECT**

The DDC is accepting proposals to furnish a complete portable basketball floor of 1st grade (Competition) hard maple wood for the DDC Arena located at One LaSalle Square; Providence, RI. All items proposed must meet, at a minimum, the specifications hereinafter provided. **Contractor must have this project completed no later than August 31, 2013.**

**Required**

1. Respondents will provide at least three references from installations similar to that being proposed. References will include the following:

    - Client Description
    - Description of installed technology
    - Length of relationship

2. Names and experience of staff to be assigned the project.

3. Copy of Contractor License and OSHA Card.

4. Certificate of Liability insurance

5. Successful respondent will provide names of all parties working on the project, including their experience.

**GENERAL SPECIFICATIONS**

**The item specified shall be by Connor, Horner, Robbins OR APPROVED EQUAL.**

Furnish a portable basketball floor of 1st grade (Competition) hard maple wood. This portable floor shall be constructed of sectional panels and when assembled shall provide a floor surface of 60' wide x 120' long consisting of a combination of - 4' x 8' panels and 4' x 4' panels.

This portable basketball floor will be installed on a temporary basis over insulating material directly on an ice sheet. The floor to be quoted by the bidder must be efficient in “change-over” situations. Sectional panels shall be completely portable providing quick and easy assembly and disassembly by four person crew.

**CONSTRUCTION:**

Fabrication shall consist of the construction of the series of panels described above, each with a 25/32" thick by 2 ¼” (optional 1-1/2" wide) 1st grade hard maple (optional 2nd and better) kiln dried, tongue and groove.

On top of the framing members and directly underneath the hardwood playing surface a 7/16” OSB subfloor.
Panels shall provide continuous 1/4” steel tongues with panel attachment holes provided.
Panels shall provide high-density polyethylene tapered grooves to mate with steel tongues of adjacent panels.

Pins shall be included for insertion into panel attachment holes as provided in overlapping tongue locations. Inner panel connections shall not be visible after floor system assembly

The maple flooring shall be laid with the strips running parallel to the length of each panel and nailed through the OSB sub flooring and into each framing member. The individual strips shall be slightly spaced to compensate for future expansion.

Prior to shipment all of the panels shall be trued and squared and brought to uniform dimensions.

All panels shall be marked with letters and numbers to facilitate identification.

**ZIPPER CONFIGURATION**:
Floor is constructed and labeled for court installation from center of court out. Zipper configuration installation begins from center court allowing two crews to lay each side simultaneously.

**CONCEALED LOCKING SYSTEM**

Interlocking system shall be completely concealed after portable floor is assembled.

The end and center-framing members of each panel shall be fitted with a concealed locking system, which interlocks each panel in the floor assembly.

Each panel shall interlock with the adjacent panel's sides and ends to form the complete assembly and to prevent horizontal movement of the individual sections.

**MOISTURE, INSECT, AND FUNGUS PROTECTION:**

Completed floor panels shall include one of the following applications to control moisture absorption and prevent attack by termites and fungi. (Specify below or delete)

1. Completed floor panels shall be fully immersed for a minimum of 3-minutes in solution specifically manufactured for application on wood materials to control all items listed above.
2. On completion of shop fabricating and prior to shipment, the underside of the plywood subflooring including all structural members shall be given a heavy coating of pigmented moisture repellent resin paint with toxic additive to control moisture absorption and prevent attack by termites and fungi.

**SANDING AND FINISHING**:

All work involving sanding, finishing, striping, color coating and owner's logo/design shall be completed with extreme care and all products shall be applied uniformly and without laps.

The playing lines for one regulation size intercollegiate basketball court shall be striped on the floor surface, using enamel paint. Additional markings consisting of logos, lettering and color coatings shall be included and specified at time of bid award. Additional NBA gameline markings are optional if specified.

The finish coats shall consist of two (2) coats of a polyurethane gym floor finish, applied at a coverage of approximately 500 square feet per gallon.

**STORAGE CARTS:**

Storage carts measuring 4' X 8' shall be manufactured of heavy duty steel, and include broad based wheels. One cart shall be provided for each row of panels. Typically 15 carts for a standard floor size.

**Warranty**

Contractor shall warrant that all items or service shall conform and perform to the proposed specifications and all warranties as stated, and be free from all defects in material and workmanship for a one (1) year period.

**Optional**

Contractor is encouraged to submit an estimate to provide extended warranty coverage for a period of five (5) years after initial warranty has expired on material and labor.

**PROPOSAL EVALUATION**

The DDC Evaluation Committee and the Director of Operations will evaluate all proposals to ensure all requirements are met to their satisfaction. The contract will be awarded on the basis of the proposal that receives the highest cumulative point total as defined in the evaluation criteria.

**Evaluation Criteria**

The proposals will be evaluated and awarded based on a comparative formula of relative weighting as detailed below:

| CRITERIA | POINTS |
|---|---|
| CONTRACTOR'S UNDERSTANDING OF THE SCOPE OF WORK | 30 |
| CONTRACTOR'S EXPERIENCE AND PERFORMANCE IN PROVIDING SERVICES OF SIMILAR NATURE AND SCOPE | 20 |
| CONTRACTOR'S RESPONSE TIME FOR REPAIRS | 10 |
| REFERENCES FROM THIRD PARTIES INDICATING THE CONTRACTOR'S PAST PERFORMANCE | 10 |
| CONTRACTOR'S PRICE PROPOSAL FOR PERFORMANCE OF WORK REQUESTED | 30 |
| TOTAL | 100 |

## RIGHTS RESERVED TO THE AUTHORITY

Whenever the Authority deems it to be in the Authority's best interest, the Authority reserves the right, in its sole discretion, to cancel this RFP, to reject any and all proposals, to waive minor irregularities or informalities in a proposal; to re-advertise; and to proceed in a manner other than awarding a contract under this RFP. The Authority will not waive the requirement that qualifications and proposals be received by the Authority prior to the deadline for submission.

The Authority reserves the right to cancel negotiations with any Contractor at any time prior to a contract being fully executed by the Contractor and the Authority.

The Authority reserves the right to interview any or all Contractors.

In addition to any other cause for rejection of a submittal stated in this RFP, a proposal may also be rejected if there is evidence of collusion among Contractors, if the Contractor submitting it is in default or arrears under any prior or existing contract with the Authority or any other State of Rhode Island department or agency, or there is an unresolved claim between the Contractor and the Authority or any other State of Rhode Island department or agency.

Any direct contacts made or attempted to be made by any Contractor with any Authority Board member prior to the selection of a qualified Contractor will automatically disqualify a Contractor from any further consideration.

Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn except with the express written approval of the Authority's Executive Director.

Contractors are advised that the Authority is a quasi-public agency of the State of Rhode Island and its records, including statements submitted in response to RFP's are public records unless otherwise exempted under state law.

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.**