

RHODE ISLAND CONVENTION CENTER AUTHORITY

REQUEST FOR PROPOSALS
TO PRODUCE A MULTI-YEAR ECONOMIC IMPACT STUDY AND REPORT

The Rhode Island Convention Center Authority (the “Authority”) invites companies, academics and professional organizations to submit proposals to conceive, write, analyze and produce a multi-year economic impact study and report. The report should track the economic impact of the Authority and its operating entities: the Rhode Island Convention Center, the Dunkin' Donuts Center, the Veterans Memorial Auditorium, and the Authority’s related parking facilities (collectively the “Facilities”). Proposers must have completed a minimum of two comparable economic impact studies within the past five years.

Ten (10) copies of the proposals in a sealed package marked “Impact Study Proposals” must be received at the office of the Authority, Third Floor – Administrative Offices, One La Salle Square, Providence, Rhode Island 02903. Attention: James P. McCarvill, Executive Director, not later than 2:00 pm on Friday March 14, 2014, when they will be publicly opened. Proposals received after that time will not be considered.

Proposals will be reviewed by the Authority’s Board of Commissioners.

The Authority, a quasi-public agency of the State of Rhode Island, owns and operates the Rhode Island Convention Center and related parking facilities providing approximately 2,400 parking spaces. The Convention Center contains an exhibit hall of approximately 100,000 square feet, a 25,000 square foot ballroom, approximately 20,000 square feet of meeting rooms and over 86,000 square feet of lobby and circulation room areas.

The Authority also owns and operates the adjacent Dunkin' Donuts Center, a state-of-the-art arena with a seating capacity of 13,000, which is home to the AHL Providence Bruins and the Providence College Men's basketball team.

The Authority leases from the State of Rhode Island and oversees the management of the Veterans Memorial Auditorium, a historical theater with a seating capacity of 1,900, which is home to the Rhode Island Philharmonic Orchestra, Festival Ballet Providence, the Rhode Island International Film Festival and FirstWorks Productions.

The Facilities are all located in Providence, Rhode Island.

Scope of Work

The purpose of the study is to gain a clear understanding of what the downtown/state economic picture would look like with or without the Facilities. The Authority is seeking a qualified respondent who will provide a methodology for and produce a report that can be duplicated in succeeding years following the initial study.

The Authority seeks to identify the impact the Facilities, its tenants and clients not only have on the area's local restaurants, hotels, and shopping mall, but also to quantify the interrelationships among businesses, employees, consumers and government (generated tax revenue). This approach must also be applied to the Authority's tenants at each of the Facilities.

The chosen respondent will need to state its findings in a clear and straightforward manner that will enable the Authority to distribute the information to its constituents, colleagues and stake holders.

Evaluation Criteria/Qualifications

Proposals will be evaluated based on your responses to the following criteria/qualifications. Within your proposal, you are requested to respond with a statement that you meet the minimum qualifications, and:

1. Provide an overview of your firm, institution or organization.
2. State if your firm, institution or organization has any related experience in measuring economic impact for convention centers, Convention & Visitors Bureaus (CVB or other tourism related organizations).
3. Provide a complete study of your most comparable work in the areas of convention and arena economic impact studies, that were completed for a market similar to Providence, Rhode Island.
4. Provide a complete description of your firm's, institution's or organization's philosophy and approach to performing the economic impact study and report.
5. Set forth the qualifications and identify the personnel your firm, institution or organization will assign to the project and individual responsibilities they will have in this project (if academic institution, please show the chain of authority and supervision in meeting the requirements of the RFP).
6. Provide three relevant references including contact names, addresses, e-mail addresses, phone and fax numbers.
7. Submit your proposal for fees and expenses.

**No pre-bid conference will be conducted. All questions regarding this RFP should be submitted in writing via email to James McCarvill no later than 2:00 pm, prevailing time, Tuesday, March 11, 2014 at jim.mccarvill@riccauth.com.*

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 Request for Proposals (RFP), to reject any and all proposals, to waive minor irregularities in a proposal; to re-advertise; or to proceed with or to provide the service in a manor other than awarding a contract under this RFP. The

Authority will not waive the requirement that proposals be received by the Authority prior to the deadline for submission.

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

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

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

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

**THE AUTHORITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE
ACTION EMPLOYER.**