

RHODE ISLAND CONVENTION CENTER AUTHORITY
Request for Qualifications
for Geotechnical and/or Environmental Engineering Services

The Rhode Island Convention Center Authority (the “Authority”) has been charged with the design and development of a parking garage at the current site of the Garrahy Courthouse surface parking lot. The address of the Courthouse is One Dorrance Plaza, Providence, Rhode Island. The parking lot is directly behind the Courthouse and bordered by Clifford, Richmond, and Friendship Streets. The garage is to have approximately 1,275 spaces and retail space on the first floor.

The Authority is seeking responses from qualified Geotechnical and Environmental Engineering Firms in connection with its development of the garage. Respondents may submit qualifications for performing either geotechnical services or environmental services or both.

Scope of Services

Geotechnical

The geotechnical scope will include the following services:

- Geotechnical Investigation - Development of an efficient and appropriate geotechnical exploration program (in coordination with the design team) to support design development of the garage and geotechnical design.
- Geotechnical Report - The geotechnical report should provide geotechnical recommendations for use by the structural and civil engineer to support design development, identify geotechnical issues including constructability issues, and provide geotechnical options to be considered in design development.
- Design Development - Coordinate with the design team to resolve geotechnical issues.
- Preparation of Construction Documents - Provide drawing and specifications for geotechnical items including Earthwork and Foundation Element Specifications. The respondent should identify possible other items as part of their response.
- Assist in budget estimate of geotechnical items as necessary.
- Assist in the approval process as necessary.
- The geotechnical firm will serve as the Geotechnical Special Inspection Agency and support the Special Inspections Coordinator in complying with Section 128.00 of the RI Building Code.

The geotechnical engineer is encouraged to coordinate with the environmental engineer to develop an efficient exploration program to support both geotechnical design and environmental permitting and investigations.

Environmental

The environmental scope will include the following services as maybe necessary:

- Phase I Environmental Site Assessment with preliminary assessment for asbestos and other hazardous building materials.
- Soil Disposal Testing.
- Site Investigation and Report in accordance with RIDEM’s Remediation Regulations.
- RIDEM Notification.
- Post-Site Public Notice for Environmental Justice Areas.

- Remedial Action Work Plan (RAWP), Soil Management Plan (SMP), and Environmental Land Use Restriction (ELUR).
- Design Development - Support the design team to resolve and plan for environmental issues during the design development stage.

Questions/Notifications

Any and all questions or clarifications regarding this Request for Qualifications (“RFQ”) must be submitted by e-mail at least four business days prior to the due date for proposal submission to the attention of: James P. McCarvill, Executive Director at jim.mccarvill@riccauth.com.

Answers to questions, clarifications, amendments or notices as to this RFQ will only be posted by the Authority on the State of Rhode Island Division of Purchases Rhode Island Vendor Information Program Website. Therefore, respondents are advised to periodically check the Website.

All costs associated with developing or submitting a proposal in response to this RFQ are the responsibility of the respondent.

Evaluation Criteria

The Authority seeks to retain the services of a combined geotechnical and environmental engineering firm or separate firms capable of performing the above work. The respondent may propose on either or both scopes of work.

The Authority will evaluate the responses on the basis of the following criteria:

1. Competence to perform the services reflected by technical training and education; general experience and history of the firm in the business of geotechnical or environmental engineering; experience in providing the required services, and the qualifications and competence of persons who would be assigned to perform the services, including resumes of key engineering staff to be assigned to the project, and their years of service with the firm.
2. Experience of the respondent (firm and individuals).
3. Ability to perform the services reflected by workload and the availability of adequate personnel, equipment, and facilities to perform the services expeditiously.
4. Experience with state and local authorities.
5. Past performance as reflected by the evaluation of architects, developers, private persons and officials of other governmental entities that have retained the services of the firm with respect to such factors as control of costs, quality of work, and the ability to provide problem solving benefit and value engineering to the project.

Please provide specific information regarding Items 1-3 above. As to Item 4 please provide examples, and as to Item 5 please provide contact information including address, telephone number, fax, and email of those familiar with this criteria.

Fee Structure. Submit separately with your Statement of Qualifications, in a sealed envelope, the structure for your fee. For those bidding on both the geotechnical and environmental scope of work, state your fee structure for each separately.. Expenses normally reimbursable in executing this type of work (travel, printing and reproduction, etc.) will be allowed as reimbursable expenses for purposes of this fee proposal. *The fee is subject to negotiation upon selection of finalist.*

Evaluation Process

The Authority will receive and evaluate separately the statement of firm qualifications and a proposal as to the basic structure of the fee for each respondent. Those submissions deemed to be responsive will be reviewed and evaluated. The Authority may invite teams short-listed as finalists to make presentations.

Submission of Statements/Deadline

Each respondent must submit **3 complete paper** sets of its statement of qualifications, containing: (i) the information required in the Evaluation Criteria section of this RFQ, ii) its proposed fee, and iii) **one electronic copy on CD** in either Microsoft Word, Excel, or PDF format. Each of the paper sets shall be signed by a person legally authorized to bind the respondent to a contract. **Sealed statements will be received until 2:00 pm, prevailing time, on June 22, 2015** at which time all statements will be publicly opened and those who have submitted proposals will be announced. Statements must be addressed to:

**The Rhode Island Convention Center Authority
Third Floor — Dunkin' Donuts Center
One LaSalle Square
Providence, RI 02903
Attn: James P. McCarvill, Executive Director**

The outside of the package in which the statements are submitted should be marked: **“Geotechnical and Environmental Engineering Services”**.

RIGHTS RESERVED TO THE AUTHORITY

Notwithstanding any other provision of this RFQ, the Authority reserves to itself the rights listed below.

A. Right to Modify RFQ Documents

The Authority reserves the right to modify or amend any provision of the RFQ documents.

B. Right to Reject Any and All Submittals

Whenever, the Authority deems it to be in the Authority's best interest, the Authority reserves the right, in its sole discretion, to reject any or all statements; to waive minor irregularities or informalities, **except that the Authority will not waive the requirement that a statement be received by the Authority prior to the deadline for submission of statements;** to re-advertise; to make the award on the basis of the initial responses; or to proceed with or to provide the services in a manner other than by awarding one or more contracts under this RFQ.

C. Right to Cancel Award

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.

D. Additional Cause for Rejection

In addition to any other cause for rejection of any proposal in this RFQ, a statement may be rejected by the Authority if there is evidence of collusion among respondents, if the respondent submitting it is in default or arrears under any prior 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 contacts 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 the respondent from any further consideration.

Respondents 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 RFQ's are public records unless otherwise exempted under state law.

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