



Patricia A. Peshka
Purchasing Agent

Scott Avedisian
Mayor

City of Warwick
Purchasing Division
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Warwick, Rhode Island 02886
Tel (401) 738-2013
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The following notice is to appear on the City of Warwick's website Wednesday, February 07, 2018. The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK
PROPOSALS REQUESTED FOR**

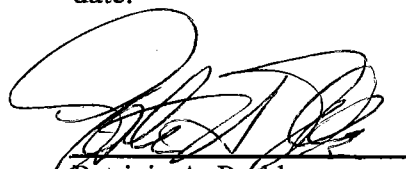
**RFP2018-268 Consultant Services to Provide Phase I Environmental
Assessment & Cost Projection for Mitigation & Demolition
at Christopher Rhodes Elementary School Property**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Wednesday, February 07, 2018.

Sealed proposals will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Tuesday, February 20, 2018. The proposals will be opened publicly commencing at 11:00 AM on the same day in City Council Chambers, Warwick City Hall. **Please note that we will be closed on Monday, February 19, 2018 and will reopen at 8:30am on Tuesday, February 20, 2018.**

Awards shall be made on the basis of the lowest evaluated or responsive proposal price. Please note that no proposals can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2013 at least 48 hours in advance of the proposal opening date.


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PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

Acknowledgement of Addendum (if applicable)

Addendum Number	Signature of Bidder
_____	_____
_____	_____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY ADDRESS: _____

BIDDER'S SIGNATURE: _____

BIDDER'S NAME (PRINT): _____

TITLE: _____ TEL. NO.: _____

EMAIL ADDRESS: _____ *

*Please include your email address. Future proposals will be emailed, unless otherwise noted.

II. AWARD AND CONTRACT:

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor (delete if inapplicable), accepts the above proposal and hereby enters into a contract with the above party to pay the proposal price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: _____
RFP2018-268 _____
Purchasing Agent

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

CERTIFICATION & WARRANT FORM*

**This form must be completed and submitted with sealed bid.
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statutes, laws, ordinances and regulations, in particular, but not limited to Chapter 16- Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

Signature

Date

Company Name

Address

Address

***This form cannot be altered in any way**

**CITY OF WARWICK
NOTICE TO BIDDERS**

**RFP2018-268 Consultant Services to Provide Phase I Environmental
Assessment & Cost Projection for Mitigation & Demolition at
Christopher Rhodes Elementary School Property**

If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Proposals received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a proposal not properly addressed and identified. No proposals shall be accepted via facsimile or email.

The opening of proposals shall be in the order established by the posted agenda and the agenda shall continue uninterrupted until completion.

Once an item has been reached and any proposal on that item has been opened, no other proposals on that item will be accepted and any such proposal shall be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a proposal thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the proposal or has participated in contract negotiations on the part of the City, that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for proposals, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All proposals should be submitted with one (1) original, three (3) copies, and two (2) electronic copies in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "RFP2018-268 Consultant Services to Provide Phase I Environmental Assessment & Cost Projection for Mitigation & Demolition at Christopher Rhodes Elementary School Property."

Should you have any questions, please contact Susan Baker in the Planning Department at 401-921-9682.

All proposals should be written in ink or typed. If there is a correction with whiteout, the bidder must initial the change.

Negligence on the part of the bidder in preparing the proposal confers no rights for the withdrawal of the proposal after it is open.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder shall indicate the item or part with the deviation and indicate how the proposal will deviate from specifications.

The IRS Form W-9 available on www.warwickri.gov should be completed and submitted with the proposal if the bidder falls under IRS requirements to file this form.

The successful bidder must provide the City of Warwick with original **Certificates of Insurance** for General and Automobile Liability in a minimum amount of \$1 million. The certificate of insurance must name the **City of Warwick as the additional insured** and so stated on the certificate with the proposal name and proposal number.

The successful bidder must also provide the City of Warwick with an original **Certificate of Insurance** for Professional Liability.

It is the vendor's responsibility to provide the City of Warwick with updated certificates of insurance upon expiration of the original certificates.

For a bid to be awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a **Certificate of Good Standing** from **The Rhode Island Secretary of State** dated no more than thirty (30) days prior to the date upon which the bid approval was made. **Please note that no other State's Certificate of Good Standing will be accepted.**

The successful bidder will provide said **Certificate of Insurance** and **State of Rhode Island's Certificate of Good Standing** within ten (10) calendar days after notification or the City reserves the right to rescind said award.

Prices to be held firm one year from date of award. Term contracts may be extended for one additional term upon mutual agreement unless otherwise stated.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The City is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

The Purchasing Agent reserves the right to reject any and all proposals, to waive any minor deviations or informalities in the proposals received, and to accept the proposal deemed most favorable to the interest of the City.

The successful bidder must comply with all Rhode Island Laws applicable the public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City shall incur no liability for materials or services not yet ordered if it terminates in the best interests of the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor shall be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit shall be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick shall be the sole responsibility of and shall be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondents proposal or response and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick shall be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the proposal specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement shall cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to proposal specifications.

The successful bidder must adhere to all City, State and Federal Laws, where applicable.

CITY OF WARWICK, RI REQUEST FOR PROPOSALS

CONSULTANT SERVICES TO PROVIDE A PHASE I ENVIRONMENTAL ASSESSMENT AND COST PROJECTION FOR MITIGATION AND DEMOLITION AT THE CHRISTOPHER RHODES ELEMENTARY SCHOOL PROPERTY

1. INTRODUCTION

The City of Warwick ("City") is soliciting proposals for a Phase I environmental site assessment and cost projection for mitigation and demolition for the Christopher Rhodes Elementary School property, located at 110 Sherwood Avenue, (Assessor's Plat 288, Lot 424). The school building was constructed in 1952 and served the children of Warwick until its closure 2008. The Warwick School Department subsequently declared the facility as surplus property and returned the care, custody and control of the building and grounds to the City. The school building, which is known to contain, at a minimum, asbestos material, has been vacant since its closure, has been vandalized numerous times and has suffered significant damage from water, mold, and general deterioration and has become a nuisance to the surrounding neighborhood.

In July 2017, the City entertained proposals for the reuse of the property. As part of this process, and in light of the age of structure, the City desires to undertake a Phase I Environmental Site Assessment, inclusive of both the structure and the grounds, to determine the extent of any potential or existing hazardous materials or other environmental conditions existing on the site, and to obtain a cost estimate for site mitigation and the razing of the school building.

2. SITE DESCRIPTION

The property on which the Phase I assessment is to be conducted consists of 9.97+/- acres and includes partially cleared and wooded land located in the Norwood neighborhood of the City. A small stream and associated wetlands occupies the southeast corner of the property. The existing building is a concrete block construction with a steel frame and brick veneer. The structure is a one (1) story with a flat roof and measures 46,685 square feet. There is existing striped parking for 96 vehicles. Included in the facility is a small gymnasium, cafeteria, classrooms and office space. The site is serviced by municipal water and sewer as well as electricity and natural gas from National Grid.

3. SCOPE OF WORK

The overall objective of this project is to identify potential environmental concerns that would need to be addressed in order to redevelop and reuse the property in conformance with the goals and objectives of the City's Comprehensive Plan.

The Scope of Work for the Phase 1 Environmental Site Assessment (ESA) may include, but is not limited to, the following:

- Perform a records review to help identify recognized environmental conditions in connection with the grounds and the school building, including but not limited to local, state, and federal government records
- Perform a records review of historical property use information, such as aerial photos, fire insurance maps, existing reports, topographical maps, and existing reports
- Complete an onsite visit to determine the potential of identifying environmental conditions recognized in relation to the property
- Perform interviews, if necessary, with appropriate City and Warwick Public School Department officials to obtain information that pertains to potential environmental hazards on the property or within the school building
- Prepare and present to the City a comprehensive report, as per the standards of a Phase I site assessment, which shall include findings, opinions, components, recommendations, and projected cost estimates for mitigation on the property and the demolition of the school building

The City will evaluate all responses and determine the qualified bidder based upon: the qualifications and professional experience of the firm and staff members who will perform the work; ability to meet the Scope of Work within the specified time frame; completeness of the proposal submitted; and quote to perform the work.

4. RESPONSIBILITIES

- The successful bidder shall submit 10 copies of a comprehensive report within four to five (4 to 5) weeks of the award of bid
- Interested firms must have, at a minimum, five (5) years' experience in asbestos and environmental consulting and management services
- Interested firms shall employ experienced staff with thorough knowledge of their area(s) of expertise and provide, with the response to this RFP, names of

staff member(s) who will perform the assessments, and their educational and experiential backgrounds in firm

- Interested firms shall hold valid licenses for all applicable local and state regulations

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

CITY OF WARWICK

PROPOSAL AND CONTRACT FORM

TITLE OF SPECIFICATION:

I. PROPOSAL:

WHEREAS, the CITY OF WARWICK has duly asked for proposals for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the proposal price below;

This offer shall remain open and irrevocable until the CITY OF WARWICK has accepted this proposal or another proposal on the specifications or abandoned the project.

The bidder agrees that acceptance below by the CITY OF WARWICK shall transform the proposal into a contract. This proposal and contract shall be secured by Bonds, if required by the specifications.

Total Lump Sum: \$ _____