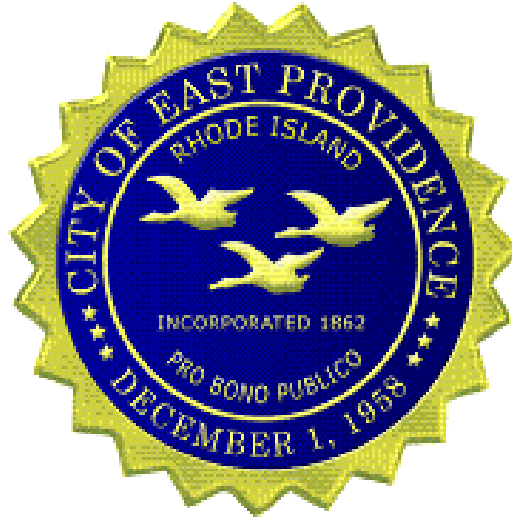


**REQUEST FOR QUALIFICATIONS
(RFQ) # EP0910 11**



CITY OF EAST PROVIDENCE

**Construction of Nature Trails and Clearing of Vegetation
Hunt's Mills, East Providence**

Due: 10:00 AM Wednesday August 18, 2010

Issued By:

**City of East Providence
Purchasing Division
145 Taunton Avenue
East Providence, RI 02914**

Issued Date: July 28, 2010

1. INTRODUCTION

The City of East Providence issues this Request for Qualifications (RFQ) for the purpose of pre-qualifying construction contractors for Construction of Nature Trails and Clearing of Vegetation at Hunt's Mills, East Providence

2. SUBMISSION DETAILS

Responses to this solicitation must be submitted in three (3) copies and in a sealed envelope bearing the name of the firm or individual, and the address as well as the title of the RFQ. The City of East Providence must receive these responses no later than **10:00 AM Wednesday August 18, 2010**.

Address your submittal with the following information on the outer envelope:

**Office of the City Manager
East Providence City Hall, Room 102
145 Taunton Avenue
East Providence, Rhode Island 02914
RFQ # EP0910 11**

All submittals must be valid for one-hundred-twenty (120) days from opening date. Submissions received after the specified time will be considered late and will be returned unopened.

The City of East Providence reserves the right to reject any and all submittals or to waive any minor irregularities in the process. The City further reserves the right to seek new proposals for "Request for Qualifications" when it is reasonably in the best interest of the City. Minority owned and operated businesses are encouraged to participate in the submission process.

All responses to this request will remain confidential, subject to the Freedom of Information and Privacy Act.

3. INQUIRIES

Clarification of terms and conditions of the Request for Qualifications process shall be directed in writing only to:

Paul Airozo, Purchasing Agent
City of East Providence Purchasing Division
145 Taunton Avenue
East Providence, RI 02914
paurozo@cityofeastprov.com
Phone 401-435-7570 Fax 401-435-7726

Responses to inquiries on matters that affect the nature of this document will be conveyed in writing to all parties known to have received this document.

4. RFQ REQUIREMENTS

Qualification statements from general contractors are hereby solicited by the City of East Providence for site preparation, designated selective clearing and grubbing of vegetation, finish grading and seeding in the center of the site, relocating boulders, and the installation of a terrace garden path, benches, historic markers, two (2) security gates, three (3) interpretive sign panels, and removal of chain link fencing, as shown on the Hunts Mills landscape master plan.

The submitting firms must have capabilities and experience to furnish all labor, materials, plant supplies, equipment, tools, and all other facilities necessary to the proper and complete construction of the project.

The objective of this solicitation is to pre-qualify general contractors to identify the most qualified firms for this project, and subsequently request formal bid proposals from those companies. The award of the final contract will be made on the basis of the lowest evaluated or responsive bid price received.

Staff from the Planning Department, Public Works Department, and the City's Landscape Architect will review responses. Minimum requirements include but are not limited to:

- Demonstrated technical expertise in the recent construction of similar public trails and recreation facilities by staff presently employed by the respondent;
- Adequate staffing to fulfill all of the requirements of the construction outlined in this RFQ; and
- Proven ability to work with municipal governments and complete projects on time, within budget, and adhere to terms and conditions of the Rhode Island Department of Environmental Management Insignificant Alteration permit that was issued for this project (see enclosed RIDEM permit # 09-0221).

All responses should include a company brochure, resumes of key personnel who will be involved in this project, a listing of similar projects and references, a statement of the company's qualifications relevant to this project, and any other pertinent information that will aid the City in reviewing qualifications.

The completion dates and/or project status shall be provided for all projects listed under the experience section of the qualifications statement.

The City reserves the right to reject any or all firms, to waive any informality in the qualifications statements, and to pre-qualify any firm based on what the City considers to be in its best interest.

Requests for additional information or questions should be directed to Patrick Hanner, Senior Planner at (401) 435-7533 or phanner@cityofeastprov.com.

5. CRITERIA FOR CONTRACTOR SELECTION

All submittals received will be reviewed by the Selection Team based on the following criteria. Each evaluation criteria has been given points based on its relative value to the contract as a whole. The criteria and each associated points is as follows:

1. 30 points: The ability, capacity, skill, reputation, experience and responsiveness of the firm or individual(s) to perform the contract and provide the services required with experience in similar types of projects.
2. 20 points Documentation of proven successful experience
3. 20 points Reference check
4. 10 points Familiarity with local area
5. 20 points Ability to respond quickly and thoroughly to requests and contract requirements

Total Points- 100

Firms or individuals may be selected for oral interviews. An additional 30 points may be assigned to the interview process.

After the above activity has occurred, only firms or individuals identified as best able to provide the required services to the City will be requested to submit proposals. The responsible and responsive firms/individuals selected as having submitted the proposal offering the best value to the City will enter into a standard City professional services agreement incorporating the terms and conditions of this RFQ document and the response of the successful firms/individuals to the Request for Proposals.