

TOWN OF CUMBERLAND

RESOLUTION: AUTHORIZING AND EMPOWERING MAYOR JEFFREY MUTTER TO ENTER INTO A CONTRACT WITH UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN IN AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$21,000.00).

BE IT RESOLVED BY THE TOWN COUNCIL OF CUMBERLAND AS FOLLOWS:

WHEREAS: The Town of Cumberland solicited requests for proposals for Architectural Design Services for the Cumberland Senior Center located at 1464 Diamond Hill Road.

WHEREAS: The Town of Cumberland received three (3) design proposals from (1) Union Studios, (2) Tecton Architects, and (3) John A Simonetti Architect.

WHEREAS: According to Rhode Island General Law § 45-55-8.1, a municipality must "...follow the qualification-based selection process for the procurement of architectural and engineering consulting services." In addition, "No city or town, prior to selecting a firm for negotiation during procurement under this section, shall seek formal or informal submission of verbal or written estimates of costs or proposals in terms of dollars, hours required, percentage of construction cost, or any other measure of compensation."

WHEREAS The Senior Center Renovations Building Committee reviewed the proposals and ranked the responses based on the evaluation criteria outlined in Appendix C of the Request for Proposal.

WHEREAS: Union Studio scored the highest with a score of 90.31, higher than the cutoff score of 80, and was invited to interview with the Senior Center Renovations Building Committee.

WHEREAS: Based on the outcome of that interview, Union Studio was asked to present a proposal for their services, and responded with a proposal of \$21,000.00

WHEREAS: The Town of Cumberland finds that the bid in the sum not to exceed \$21,000 (Twenty-one thousand dollars) meets the criteria of the RFP and is a responsible bid.

WHEREAS: The project is included within the scope of the \$500,000 Community Development Block Grant awarded for the renovation of the Senior Center.

1 **NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE**
2 **TOWN OF CUMBERLAND, RHODE ISLAND AS FOLLOWS:**

3

4 **SECTION 1: MAYOR JEFFREY J. MUTTER IS AUTHORIZED AND**
5 **EMPOWERED TO ENTER INTO A CONTRACT WITH UNION STUDIO**
6 **ARCHITECTURE & COMMUNITY DESIGN IN AN AMOUNT NOT TO EXCEED**
7 **TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$21,000.00).**

8

9 **SECTION 2: THAT THIS RESOLUTION SHALL BECOME EFFECTIVE**
10 **IMMEDIATELY UPON ITS PASSAGE BY THE CUMBERLAND TOWN COUNCIL.**

11

12 **Date Adopted:** June 17, 2020

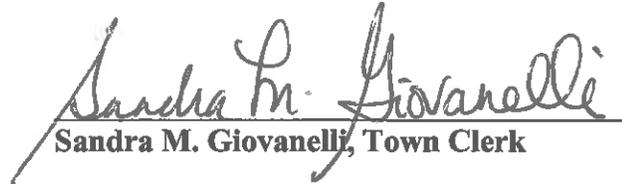
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14 **A True Copy, ATTEST:**

15

16

17


Sandra M. Giovanelli
Sandra M. Giovanelli, Town Clerk

TOWN OF CUMBERLAND

RESOLUTION: **AUTHORIZING AND EMPOWERING MAYOR JEFFREY MUTTER TO ENTER INTO A CONTRACT WITH UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN IN AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$21,000.00).**

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11
12 **Date Adopted:** _____

13
14 **A True Copy, ATTEST:**

15
16 _____
17 **Sandra M. Giovanelli, Town Clerk**

Town of Cumberland
Fiscal Note (R-20-83)

Proponent: Mayor's Office

Description of Ordinance, Rule, or Resolution:

RESOLUTION: **AUTHORIZING AND EMPOWERING MAYOR JEFFREY MUTTER TO ENTER INTO A CONTRACT WITH UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN IN AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$21,000.00).**

Cost(s) of:

The costs totaling \$21,000 are for design proposals for Architectural Design Services for the Cumberland Senior Center located at 1464 Diamond Hill Road.

Are said Costs/Revenue budgeted? If so, describe. If not, where shall the appropriation originate?

The costs associated with this expenditure will be advanced by the Town's General Fund and be reimbursed via a \$547,537 RI CDBG Program. Grant costs and reimbursements will be tracked via our accounting system (account 418 Series).

Effect on the Tax Rate of the Town:

There shall be No effect on the tax rate with the passage of this resolution.

Source(s) of Data:

Mayor's Office

Bid Information:

Bid completed / see resolution

Proponent Signature: _____



Raymond A. Chauvin
Finance Director
June 12, 2020



MINUTES

**Cumberland Senior Center Renovations Building Committee Meeting
May 7, 2020 at 5:00 PM**

To protect the health and well-being of our citizens, and in accordance with Governor's Raimondo's Executive Order 20-25 (relaxing the Open Meetings Act requirements), this meeting will be available to the public by video or telephone conference. All members of the Building Committee will be participating remotely.

Members of the public can listen to the meeting by:

(1) Clicking the link below to join the webinar:

<https://us02web.zoom.us/j/87578600565?pwd=OGhpWEk4b01BWldkZEE1L085K3RzZz09>

Password: 666999

(2) By iPhone one-tap :

13017158592,,87578600565#,,1#,666999#

13126266799,,87578600565#,,1#,666999#

(3) By Telephone:

(301) 715 8592 or (312) 626 6799

Webinar ID: 875 7860 0565

Password: 666999

Members of the public can also email comments to : publiccomments@cumberlandri.org .

Include your name, address, and statement. Only comments including all required information will be read into the record.

MINUTES

1. Call to Order
 - a. 5:10 PM. All members of the committee present. Mr. Anderson was also present.
2. Approval of Agenda
 - a. Motion to approve the agenda by Mike Crawley, second by Andrew Pichette. Motion passed 6-0.
3. Approve prior meeting minutes -- 4/28/2020
 - a. Motion to approve the 4/28/2020 minutes made by Mike Crawley, second by Linda Teel. Motion passed 6-0.
4. Review Architectural Design Services for Cumberland Senior Center proposals, and potential votes on same.
 - a. Three proposals were received: John A Simonetti Architect LLC, Union Studio, and Tecton Architects.

PROPOSAL FOR ARCHITECTURAL
DESIGN SERVICES

CUMBERLAND
SENIOR CENTER

CUMBERLAND, RHODE ISLAND

PRESENTED BY UNION STUDIO
APRIL 30, 2020

Submitted to:
Attn: Finance Department
Town of Cumberland
45 Broad Street
Cumberland, RI 02864



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

140 Union Street Providence RI 02903 401.472.4724 www.unionstudioarch.com

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UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

COVER LETTER

April 30, 2020

Finance Department
Town of Cumberland
45 Broad St.
Cumberland, RI 02864

Union Studio Architecture & Community Design is pleased to submit the following qualifications in response to the request for architectural services for the Cumberland Senior Center.

As a firm we have great expertise in simple and complex renovations, town planning, community design, with particular experience working in the building and renovation of student and senior housing communities. We appreciate both the challenge and the opportunity to develop and implement an impactful vision for the Cumberland Senior Center.

We have read your Request for Proposal closely to understand your challenges and goals for this project, paying particular attention to how our team's philosophy, experience, and technical abilities can best serve your project. We offer the following submission with hopes it demonstrates both our excitement for this project as well as our relevant experience, knowledge and capabilities in all required aspects.

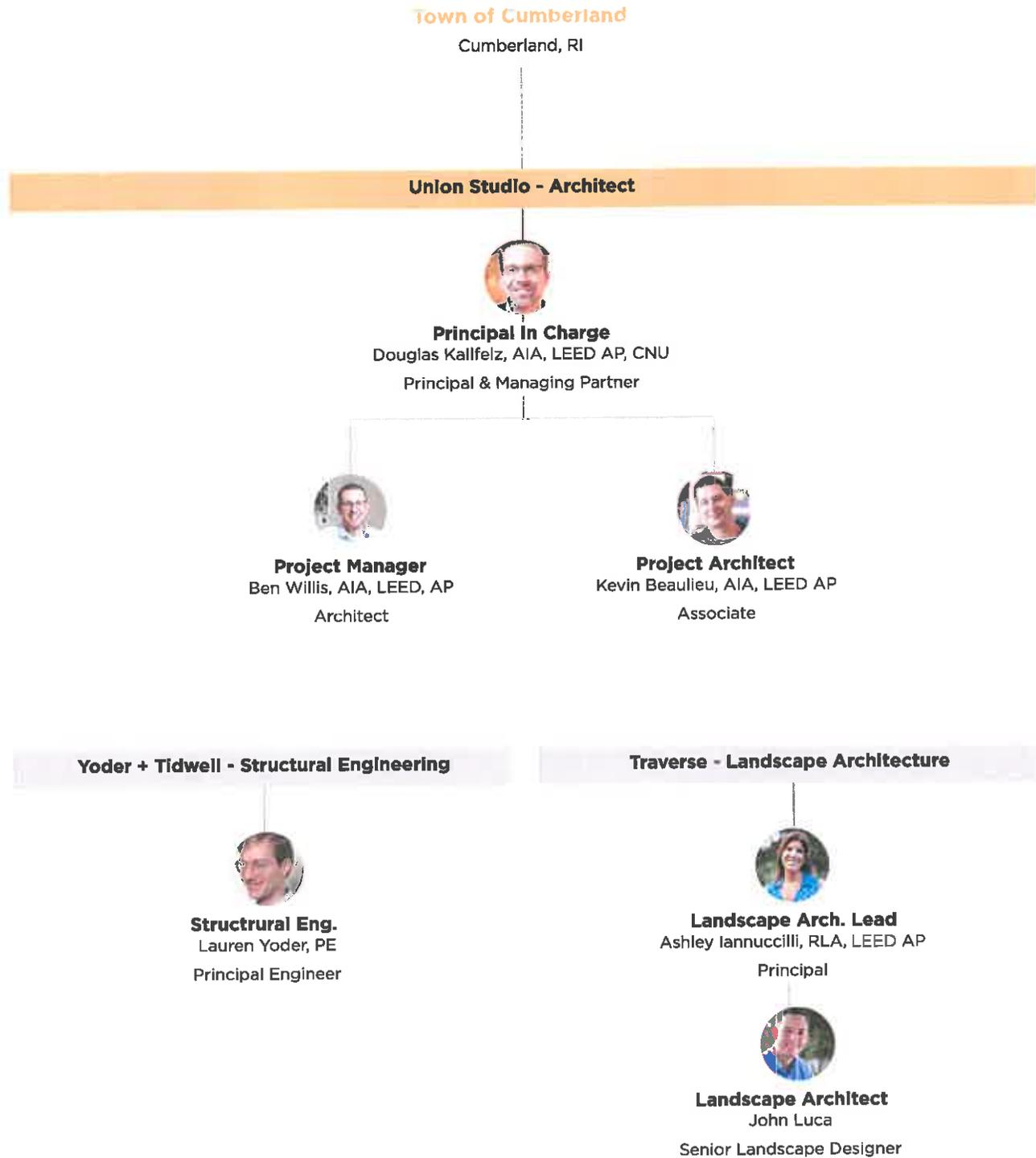
Thank you for the opportunity to submit this proposal, and we look forward to discussing the details of our approach at your convenience.

Best Regards,

Douglas Kallfelz AIA, LEED AP, CNU
Principal & Managing Partner
Union Studio Architecture & Community Design

QUALIFICATIONS & EXPERIENCE

ORGANIZATIONAL CHART





UNION STUDIO

ARCHITECTURE & COMMUNITY DESIGN



Union Studio was founded in 2001 with one overriding goal: to use our skills as architects and urban designers to make a civic contribution to communities of all types.

Union Studio is a nationally practicing architecture and community design firm based in Providence, Rhode Island. Founded in 2001, our growing office of 24 architects and urban designers shares the mission to use architecture to encourage social connection, walkability, and sense of place to help create and sustain true neighborhoods and communities.

Union Studio brings a comprehensive approach to the design of buildings. We infuse rigorous technical detail with an “expert generalist” viewpoint; a combination that integrates a broad understanding (and respect for) key building trades with our architectural practice. This results in a project that is not only effectively managed, but ultimately exhibits a sense of overall cohesion. We design places that “feel right,” while being memorable and firmly grounded in the realities of today’s market driven real estate world.

This unique combination of talents has attracted clients – and awards – from across the U.S. and Canada. With projects in Texas, Arkansas, Oregon, Washington State, Michigan, Virginia, New York and throughout New England, Union Studio has developed a national reputation in perfecting techniques for distilling the nuances of local character combined with a traditionally inspired view of economy and simplicity.

DOUGLAS P. KALLFELZ AIA, LEED AP, CNU

PRINCIPAL & MANAGING PARTNER



REGISTRATIONS

Registered Architect: Licensed in Rhode Island, Massachusetts, Maine, New Hampshire, Vermont, and Oregon. NCARB.

As managing partner at Union Studio, Douglas works directly with client leaders on a wide range of residential, institutional, and civic projects. With more than 22 years of experience across a broad range client and project types, Douglas brings a unique blend of business acumen, technical expertise, and design skill to the projects and clients he serves.

Douglas has been the primary architect and Principal-in-Charge for many of the firm's award winning sustainable communities, civic buildings, student housing, and residences. With a background in both design and business, Douglas blends his project leadership and design responsibilities with overall management and strategic planning for Union Studio.

Douglas is committed to enduring quality and lasting cultural value as the foundation of sustainable planning and design. He has spoken nationally on a variety of subjects and is committed to bringing lasting contributions to Union Studio's clients and the civic realm.

EDUCATION

Harvard University, Graduate School of Design - Cambridge, MA
Master in Design Studies

Syracuse University - Syracuse, NY
Bachelor of Architecture - with honors
Honors: Cum laude

AFFILIATIONS & ACCREDITATIONS

LEED Accredited Professional

American Institute of Architects - *RI Chapter President 2013*

Congress for the New Urbanism

Leadership Rhode Island - *Member, ETA II Class*

Bristol Warren Education Foundation - *Board Member*



UNION STUDIO
ARCHITECTS • PLANNERS • COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903 401.272.4724

DOUGLAS P. KALLFELZ AIA, LEED AP, CNU
PRINCIPAL & MANAGING PARTNER

Page 2

SPEAKING ENGAGEMENTS

Finding the “Missing Middle” in Housing
International Builder’s Show (IBS), 2018

Intentional Communities: History & New Applications for Clustered Development
Architecture Boston Expo (abx), 2012

Sustainable Opportunities Across the Transect
CNU New England, 2011

Ten Take-Home Trends from the Builder’s Choice Design Awards
Builder’s Magazine Webinar, 2010

Cottages on Greene: An Alternative Residential Development for the New Economy
GrowSmartRI, 2009

Smart Streets for Smart Growth: Rethinking Green Infrastructure in Cities and Towns
EcoBuild, 2009

The “New” Increment of Urbanism: Opportunity & Technique
CNU New England, 2009 (*presented with Donald Powers*)

The Details of the New Urbanism: From Curb to Cupola - The Case for Simplicity
CNU 2007, CNU 2008, & CNU 2009 (*presented with Donald Powers*)

Great Houses for Great Neighborhoods
The Seaside Institute, 2008 (*presented with Donald Powers*)

The Classical & The Vernacular: Traditional New England Architecture
Traditional Building Conference, 2007 (*presented with Donald Powers*)



BEN WILLIS AIA, NCARB, LEED AP ARCHITECT



REGISTRATIONS

Registered Architect: Licensed in California. NCARB.

Ben Willis is a licensed architect interested in making buildings that serve, delight, and elevate the everyday experiences of a community, and increasing public participation in this pursuit. After four years working with a custom residential architecture firm in La Jolla, CA, he joined Union Studio in 2014, where he has worked on modular, multifamily, and student housing projects across the country and was part of the design team for the award-winning Side Hustle House.

Ben writes regularly for the Common Edge Collaborative, a national website that addresses pressing issues in the built environment. He is currently a member of the Providence Preservation Society's Planning & Architectural Review committee, the board of DownCity Design, and the State House Historical Interpretation working group. Ben also serves as an ACE mentor and is an avid cappella musician and a founding member and director of design for Collegium Ancora, a professional chamber choir in Rhode Island.

EDUCATION

University of Notre Dame - South Bend, IN

Bachelor of Architecture

Honors: Salutatorian, Magna cum laude, AIA Henry Adams Certificate, Dean's Undergraduate Design Excellence Award

PROFESSIONAL HISTORY

2014 - Present **Union Studio Architecture & Community Design**

Providence, RI

Architect

2010 - 2014 **Island Architects**

La Jolla, CA

Architect / Project Manager

AFFILIATIONS & ACCREDITATIONS

LEED Accredited Professional

American Institute of Architects

ACE RI Mentor Program - *Mentor of the Year 2016*

Providence Preservation Society - *Planning & Architectural Review Committee*

DownCity Design - *Board Member*

State House Historical Interpretation Working Group



UNION STUDIO
ARCHITECTURE + COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903 401.272.4724

KEVIN BEAULIEU AIA, LEED AP

ASSOCIATE



Kevin brings over two decades of architectural experience to Union Studio, including all aspects of project coordination, master planning, design, drafting, building code review, specifications, bidding, and site observation. During his career, Kevin has served as Project Architect and Project Manager for many large, complex projects. He offers strong project leadership skills and technical expertise on affordable multi-family housing renovations and rehabilitations, which is his area of focus at Union Studio. Kevin attended the Boston Architectural Center for his Bachelor of Architecture, and the New England Institute of Technology for his Associate Degree in Architectural Drafting Technology.

REGISTRATIONS

Registered Architect: Licensed in Rhode Island and Massachusetts.

EDUCATION

Boston Architectural Center - Boston, MA
Bachelor of Architecture

New England Institute of Technology - Warwick, RI
Associate in Science, Architectural Drafting Technology

PROFESSIONAL HISTORY

2017 - Present **Union Studio Architecture & Community Design**
Providence, RI
Project Architect

1995 - 2017 **O'Hearne Associates Architects**
Harrisville, RI
Project Architect

AFFILIATIONS & ACCREDITATIONS

American Institute of Architects

LEED Accredited Professional



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903 401.272.4724



At Traverse Landscape Architects, a WBE certified business in Massachusetts and Rhode Island, our mission is to enhance human experience through design.

LANDSCAPE ARCHITECTURE

We push beyond the norms of conventional thinking, building consensus and using our expertise to provide value. We create vital, meaningful landscapes that foster community and address the critical issues that impact people's lives and the environment.

We are committed to a participatory design process engaging clients, user groups, and stakeholders in the creation of unique and meaningful spaces and places. We are known for our willingness to listen, our creative solutions, and our deep experience in people centered, ecologically sensitive design.

Our practice revolves around collaboration with our clients—helping them negotiate and navigate a process that isn't always linear, yet is always moving forward. We strategically choose the best path toward realizing project goals and creating a distinct sense of place through design.

Traverse specializes in the commercial, institutional and public sectors locally, regionally and nationally. Project types we work on include hospitality and residential/office/commercial complexes, institutional planning and design, including private and public schools, universities and libraries and public projects encompassing streetscapes, transportation corridors, affordable housing and park master planning and design.

OUR PHILOSOPHY

Traverse Landscape Architects strives to create the beautiful and sublime while at the same time having a positive impact upon the environmental, cultural and social life of our clients and communities. We work to make places that are exciting and memorable; meaningful and lasting. We create spaces for enjoying life, discovering the environment around us and having a place to dwell in the world. Regardless of the project type we maintain the same imaginative and rigorous design process.

We employ original and innovative design thinking combined with sound working strategies grounded in art, science and sustainable principles to arrive at the landscapes, spaces and places we create.

Working in collaboration with other consultants and our clients, we arrive at cohesive and functional landscapes that embody timeless aspects of beauty, construction, sustainability and environmental soundness.





Ms. Iannuccilli is a Registered Landscape Architect and Principal at Traverse Landscape Architects. Ashley's work has taken her from RI to Maine to the Middle East and back; leading a broad range of projects that include urban re-development, parks and recreation facilities, housing, schools, universities and public streetscapes. Ashley is committed to innovative and ecologically conscious design and is dedicated to working in collaboration with professionals, communities and clients to provide creative and valuable design solutions. Ashley draws her inspiration from the native ecology, context, history and built environment of a site, striving to improve the world we live in through the creation of beautiful, livable spaces.

Ms. Iannuccilli is a LEED Accredited Professional and is currently serving a 5 year term on the East Greenwich Zoning Board. She holds a Bachelors of Landscape Architecture from the University of Rhode Island and has over 15 years of experience in design and construction administration.

Selected Experience

Institutional/Academic

Butterfield Dining Hall Expansion, URI, Kingston, RI - Design through construction of a student dining hall plaza and roof deck.

Zervas School, Newton, MA- Master planning through construction of the a new elementary school landscape and associated play areas.

Lowell High School, Lowell, MA - Feasibility Study through Construction Administration for a 3,000 student urban high school serving a diverse student population.

Historic Redevelopment

Andover Post Office, Andover, MA - Rehabilitation of entrance plaza of the historic Andover Post office

Plymouth Courthouse, Plymouth MA - Design through Construction of the new landscape and streetscape surrounding the historic Plymouth Courthouse.

Urban Design & Master Planning

Broadway Streetscape, Newport, RI - Design through construction documentation of 1/2 mile of streetscape including creative storm water management, lighting, street trees, crosswalks, parking, bike lanes and sidewalks.

Barrington Village Connectivity Study, Barrington, RI - Conceptual design and visioning for village streetscape and wayfinding

Citizens Bank Design Guidelines - Design guidelines for landscape improvements for use on all east coast branches.



Ashley Iannuccilli
Principal
RLA, LEED AP

Licensure/ Registrations

Registered Landscape Architect
Rhode Island #447
LEED Accredited Professional
RI CRMC Certified Coastal
Invasive Manager

Education

University of Rhode Island
Bachelor of Landscape
Architecture, 2006

Appointments

Zoning Board Member,
East Greenwich, RI



Selected Experience, continued

Shaw Farm, Sutton, MA – Master planning & phasing planning for a 200 acre Town-owned open space.

Commercial

Castle Hill Inn, Newport, RI - Design and construction services for the newly expanded outdoor dining terrace

The Hilton Garden Atlanta- Design through construction administration services for hotel landscape.

The Newport Yachting Center Hotel- Project currently in a schematic design phase for a new hotel in Newport RI.

The Aviary, MA - Design and construction administration services for exterior dining area and landscape.

Starwood Development at Mount Hope Bay, Tiverton, RI - Design, permitting and construction of an age 55 plus condominium development.

Parks and Recreation

The Robert Frommer Conservation Area at Bartlet Pond Park - Permitting, Design and Construction Administration services of a public park in Lancaster MA.

Ballardvale Park, Andover MA - Design through construction of the rehabilitation of a public playground in Andover MA.

Public and Affordable Housing

Wiggin Village, Providence, RI - Design through construction of site wide landscape improvements.

Providence Public Housing Authority, Providence, RI - Master planning through construction of three project sites.

International

Courtyard Marriott, New Cairo, Egypt - Master planning through construction documentation and construction observation.

Baron City, New Cairo, Egypt - Master Planning and design of 73 acres of mixed use development, including 80 high rise buildings, 4 parks and a gated shopping center.



John believes that landscape architecture can offer the greatest connection between people and the environment through thoughtful design, and an awareness of both the client's goals and nature's preconditions. He has experience working on a range of projects from high-end residential and commercial to urban and academic, as well as athletics. Prior to becoming a part of the Traverse team, John worked as an intern and landscape designer for Kate Field and Associates as well as Landscape Elements.

John earned a Bachelor of Landscape Architecture with a Minor in Community Planning from the University of Rhode Island and is currently a member of the American Society of Landscape Architects.

John has always been fascinated to observe how people and nature can not only coexist, but benefit from each other through design. The creation of urban green space enriches both the human and environmental community.

Selected Experience

Parks and Recreation

Lincoln Woods State Park, Lincoln, RI - Construction documents for the re-design of the park beach and parking lot.

Max Read Field - Athletic Complex with including a synthetic track, multi-use synthetic turf field, ADA accessible bleachers and press box, concessions and circulation.

Institutional/Academic

Barrington Middle School, Barrington, RI - Conceptual design through construction administration for the site development for the new middle school. Highlights include bike and pedestrian routes to school, athletic fields and courts and native planting palette.

Squashbusters at Moses Brown School, Providence, RI - Schematic design through construction administration for the site development of a new Squash facility located on the campus of Moses Brown School.

Plymouth South High School, Plymouth, MA - Design Development through construction documents for site design and athletic fields.

St. Luke's Hospital, New Bedford, MA - Conceptual Design through construction administration for landscape and hardscape renovations at the hospital's main entrance.

Abington Public Schools, Abington, MA - Visualization graphics, construction detailing and construction administration for the new middle-high school.

University of Rhode Island, New Gateway Center - Schematic Design through Construction Administration of the new welcome center. Adjacency to Upper College Road included intended future plans for streetscape improvements.



John Luca
Senior Landscape Designer
jluca@traversela.com

Education

University of Rhode Island
Bachelor of Landscape
Architecture, Minor in
Community Planning
2014

Affiliations

American Society of
Landscape Architects
International Honor Society of
Landscape Architecture,
Sigma Lambda Alpha

Professional Experience

Traverse Landscape Architects
Senior Landscape Designer:
2015-Present

Landscape Elements, LLC
Landscape Designer: 2014-2015

Katherine Field & Associates
Intern: 2013-2014



Selected Experience, continued

Braintree East Middle School, Braintree, MA - Feasibility study through construction administration of landscape and site design for a renovation and addition to East Middle School.

Sterling Middle School, Quincy, MA - Design development through construction administration of landscape and site design for a new middle school in Southwest Quincy.

Commercial

Providence Community Health Center, Providence, RI- Schematic Design through construction administration for the landscape and hardscape design for a new health center. -Provided expert witness testimony during a public meeting for the Providence City Plan Commission.

21 East North Street, Providence, RI - Construction Documents through construction administration for a new mixed income apartment building.

Rhode Island Veterans Home, Bristol, RI - Construction documents through construction administration for a new Veterans Home.

Dean Street Apartments, Providence, RI - Concept and landscape design for the site improvements of an existing mixed income apartment building.

The Aviary, Swansea, MA - Renderings through construction documents for a new restaurant.



Yoder + Tidwell, Ltd. is a well-established Engineering firm headquartered in Providence, Rhode Island. Yoder + Tidwell have, over time, carefully assembled a team of highly qualified professional engineers.

STRUCTURAL ENGINEERING

We believe that we are particularly well suited to the task of integrating the complex, technical issues of engineering with the aesthetic finesse necessary to meet the most demanding requirements of our clients. Our ability to integrate the art of architecture with the technical rigor of engineering leads to solutions that are exceptional in their economy, beauty and integrity.

Our society is the first in history where the phenomenon of constant change is a fact of daily life. The ways in which the disciplines of architecture and engineering are practiced today are not only different from previous generations, but constantly evolving in new and exciting ways. We at Yoder + Tidwell embrace this climate of change and continually seek ways by which to stay on the crest of the wave of change. We constantly strive to develop innovative ways to confront the intricacies and complexities of our increasingly technological society in general and the construction industry in particular.

The principal, Loren E. Yoder, has over 25 years of structural engineering experience. Our entire organization is committed to the philosophy of inclusiveness and all understand the need to work within a team approach to problem solving.

We work hard at Yoder + Tidwell to meet the needs and aspirations of our clients. We believe that we are unique in understanding that our profession is, at its core, a service industry; which to us means providing our clients with old-fashioned loyalty, hard work and an end product that meets each client's individual needs. We believe that our client has a right to expect more and get it.

Loren E. Yoder, P.E.**Yoder + Tidwell, Ltd.**

333 Smith Street Providence, RI 02908

Tel. 401-751-2460

Email: lyoder@yodertidwell.com

www.yodertidwell.com

With over 30 years of experience in the field of Structural Engineering, Loren has extensive experience in a wide variety of projects ranging in size and type, from residential to commercial, Historic Restoration and Rehabilitation, Mill Renovations, Educational Facilities, Institutional and Industrial. Loren Yoder is the Owner and co-founder of Yoder + Tidwell, Ltd.

PROFESSIONAL

Yoder + Tidwell, Ltd. Providence, RI
Principal Engineer

1996-Present

The Yoder Corporation Providence, RI
Engineer-in-Training

1988-1996

Sam Yoder and Son, Inc Greenwood, DE
Engineer-in-Training

1985-1987

EDUCATION

University of Rhode Island
Graduate Studies in Structural Engineering

1992-1994

Pennsylvania State University
Bachelor of Science

1989

TEACHING EXPERIENCE

Rhode Island School of Design Providence, RI
Adjunct Professor –Math and Physics Review, Review of Algebra,
Trigonometry, Pre-Calculus & Physics with an emphasis on the fundamentals
required for the Structural Design courses in the Architectural Program.

1992-1998

ORGANIZATIONS

American Concrete Institute
American Institute of Steel Construction
American Society of Civil Engineers

PROFESSIONAL STATUS

Registered Professional Engineer, Rhode Island 1994- #6194

Registered Professional Engineer, Massachusetts 1998- #40549

Registered Professional Engineer, Connecticut 1998- #20774

FORWARD AT THE ROCK SUPPORTIVE HOUSING

DENNIS, MA



REAR ELEVATION



SIDE ELEVATION

all images © Union Studio 2018

The FORWARD at the Rock is a housing community for adults with Autism and other significant developmental disabilities. The housing, located at the heart of Cape Cod in Dennis, MA, is situated on a peaceful wooded site in which lies Hokum Rock, a local cultural and historical landmark. In addition to the housing, plans include the creation of public walking trails on the adjacent 10 acres of Town owned property.

Through this project, FORWARD and its partners, the Housing Assistance Corporation (HAC) and the Town of Dennis, will provide two four-bedroom homes of affordable housing. Each individual home will provide four single bedrooms with private and semi-private bathrooms, common kitchen, living, recreation areas, a small workspace for staff as well as a share courtyard for socializing. The architectural design and furnishings are designed to be aesthetically pleasing while meeting the needs and requirements of its residents.



UNION STUDIO

ARCHITECTURE INTERIOR DESIGN COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903

401.272.4724

www.unionstudio.net

FORWARD AT THE ROCK

PROJECT DATA

USE
Supportive housing

SIZE
4,880 SF

DATE
Estimated completion TBD

COST
TBD

CLIENT TYPE
Non-profit affordable housing developer

REFERENCE
Robert L. Brennan, Jr.
F.O.W.A.R.D. Inc.
508-385-4663

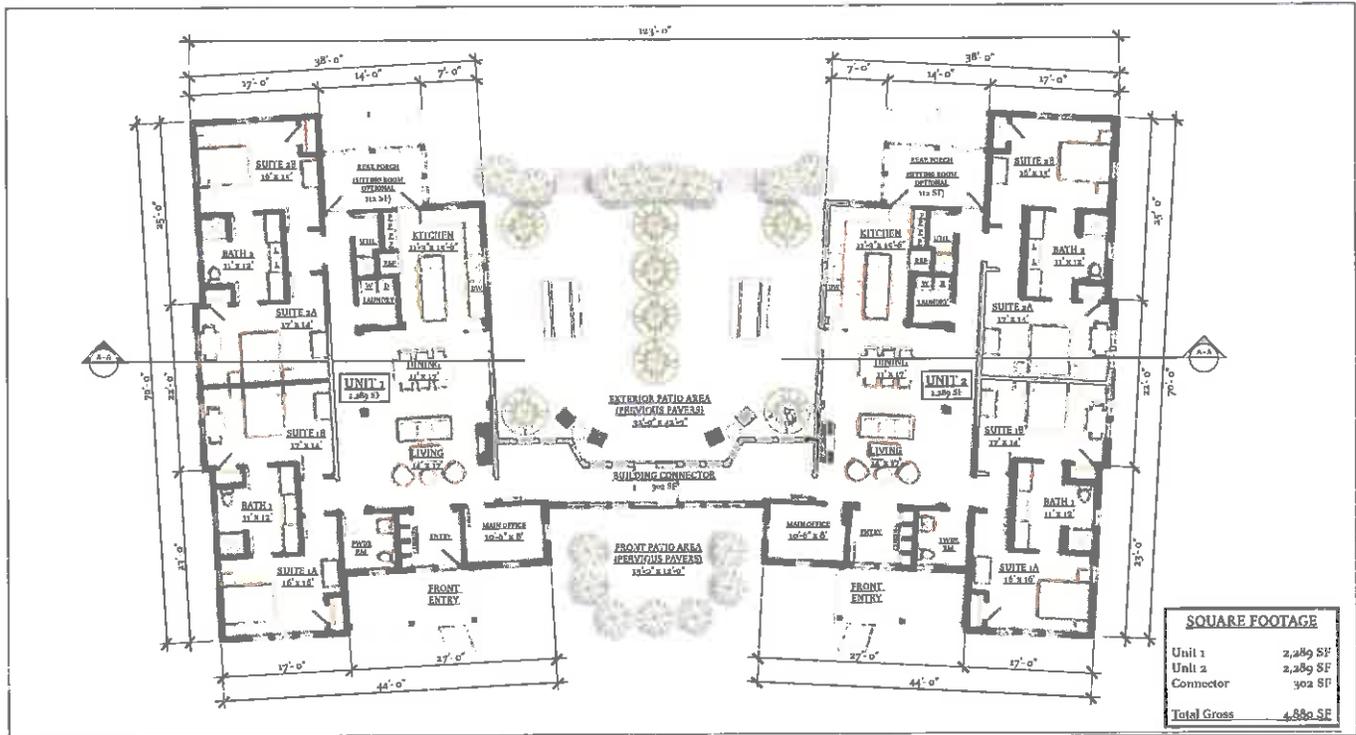
UNION STUDIO SCOPE OF WORK
Full architectural services



Site Plan



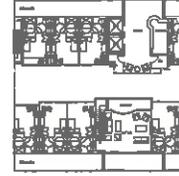
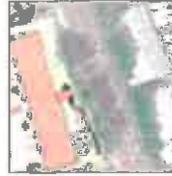
Side Elevation



Floor Plans

BRENTWOOD

ASSISTED LIVING FOR SENIORS
WARWICK, RI



All images © Union Studio 2018

Union Studio designed a 45,000 sf assisted living facility for seniors right on coastal Greenwich Bay. The new building features 74 units on three floors with dining, kitchen, exercise, and community activity space. Flexible space, including an outdoor patio with views of the bay, provide additional shared space for residents. Nurses stations will be located on all three floors as will shared balconies and sitting areas. Typical rooms range from 300 to 370 sf.



UNION STUDIO
ARCHITECTS & INTERIORS

140 Union Street Providence, Rhode Island 02903 | 401.272.4724

BRENTWOOD

PROJECT DATA

USE
74 units of assisted living for seniors

SIZE
45,000 sf

DATE
Completed 2016

COST
N/A

CLIENT TYPE
Private Developer

REFERENCE
Craig Sutton
STAND Corporation
(401) 737-8420

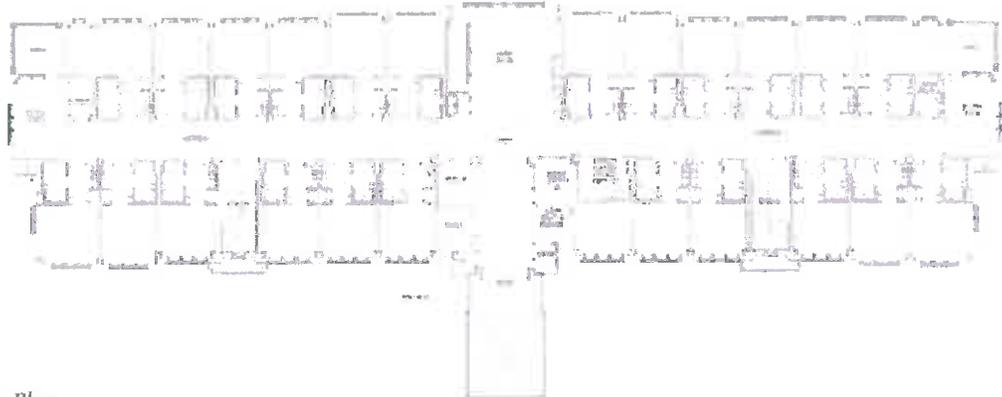
UNION STUDIO SCOPE
Site planning and full architectural services



Site Plan



Ground Floor Plan



Second Floor Plan

GREENSBORO

MONTESSORI SCHOOL MASTER PLAN

GREENSBORO, NC



All images © Union Studio 2015

Proposed additions and reconfigurations to this existing Montessori school will maximize space for this growing pre-kindergarten to 8th grade facility in Greensboro, NC. In the recent master plan, Union Studio focused on increasing indoor/outdoor transitional space as well as improving circulation and making strategic connections throughout the building. The new plan features a reclaimed barn as the new school entrance, designed to create a “gateway” that conveys the schools rural, nature-oriented character. The proposed additions would add 14,335 sf, bringing the building footprint to 53,000 sf.



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903 401.272.4724

GREENSBORO MONTESSORI

PROJECT DATA

USE
Master plan for addition and space reconfiguration for an existing school serving pre-K to 8th grade

SIZE
14,335 sf addition: total square footage 53,000

DATE
Conceptual master plan completed 2015

COST
\$45,000

CLIENT TYPE
Private school

REFERENCE
Paul Raymond, Head of School
Greensboro Montessori
(336) 668-0119

UNION STUDIO SCOPE
Master planning and concept visualization



MASTER PLAN: SITE INTERVENTIONS

1. New entry/exit on Drawbridge Parkway to facilitate smoother flow of traffic into and out of the campus.
- 2a. Remove existing curb cut near the corner and extend the parking lot to include 20+ new parking spaces. Parking lot oasis to remain!
- 2b. New parking dedicated for faculty during the day and useful for after-school special events at the Gym and Dining Commons.
3. Reclaimed barn placed at entrance to create a “gatehouse” and convey the school’s rural, nature-oriented character. The building could provide facilities and a viewing porch for the field, create a greenhouse for year-round growing opportunities, and better define the campus courtyard.
4. Remove angled parking in the drop-off lane for smoother traffic flow and narrow the lane to expand the front yard of the school and provide individual classroom gardens. Expanded entry porch.

..... EXISTING FOOTPRINT



WARWICK GROVE COMMUNITY BUILDING WARWICK, NY



Photo: Herbert Studios

Warwick Grove's community building is the visual and social focal point for a new traditional neighborhood with 240 homes. It provides a welcoming event room, library, card rooms, health center, and pool for use by residents of this mixed-use community. Union Studio designed the 8,000 sf building to feel perfectly scaled to the architecture of the single family neighborhood.



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

140 Union Street Providence, Rhode Island 02903

401.272.4724

WARWICK GROVE

PROJECT DATA

USE

Community building with event room, library, card rooms, health center, and pool

SIZE

8,000 SF

DATE

Completed in 2007

BUDGET

\$2.2 million

CLIENT TYPE

Private developer

REFERENCE

Steve Maun
Leyland Alliance, LLC
(845) 351-2900

UNION STUDIO SCOPE

Full architectural services: conceptual design through construction administration



SANDYWOODS FARM

TIVERTON, RI



Community "Grange Hall" Building

© Union Studio 2011

AWARDS

*2013 Boston Society of Architects:
John Clancy Award for Socially
Responsible Housing*

*2012 Grow Smart RI: Outstanding
Smart Growth Project Award*

*2011 Multifamily Executive
Magazine Project of the Year: Best
Re-Use of Land, Merit Award*

*2009 American Planning Assoc., RI
Chapter: Mixed Use Award*



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

Sandywoods Farm is a unique arts and agricultural community designed to combine affordable rental and market-rate housing with a working farm, mixed-use/retail as well as studio, gallery, and performance space for artists, taking a multi-use approach that fosters a strong community identity. Sandywoods includes 50 affordable cottages for rent and a future phase of 24 single-family homes for ownership. In addition, the project preserves 147 acres of land for a working farm, open space, community gardens. Due to the compact planning of the neighborhood, the remaining site has been donated to The Nature Conservancy. A community "Grange Hall" – and other community space within the development – features theater performances, potlucks, cooking classes, and other group events. Power will be provided for nearly all of Sandywoods residents by a 250 kW wind turbine on site. Working with a local nonprofit developer to bring the project to fruition, Union Studio created the masterplan and designed all of the buildings that populate this agri-arts community.

140 Union Street Providence, Rhode Island 02903 | 401.272.4724

SANDYWOODS FARM

PROJECT DATA

USE

Rural, affordable agricultural-artists' community with mixed-use/retail space, artist studios, 50 rental cottages and a future phase of 24 single-family homes for ownership. Agricultural uses include a working farm, community gardens & preserved open space.

SIZE

175 acres total, of which 28 acres are housing / mixed-use and the remaining 147 acres are preserved open space & active agricultural use.

DATE

Completed 2011

COST

\$13.94 million

CLIENT TYPE

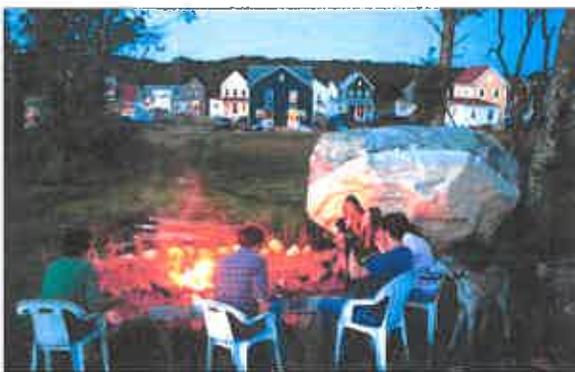
Non-Profit Community Development Corporation

REFERENCE

Stephen Ostiguy, Executive Director
Church Community Housing
(401) 846-5114

UNION STUDIO SCOPE

Masterplanning & full architectural services for all buildings on the site.



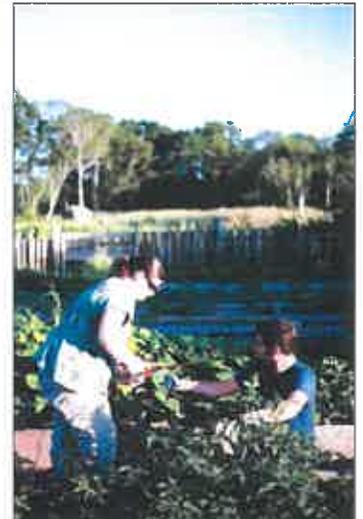
Community fire pit



Sandywoods art gallery opening



'Grange Hall' community building



Community gardens



Southcoast Health System's St. Luke's Hospital

New Bedford, Massachusetts
Date: 2019-2020
Size: 1/8 Acre



Traverse worked with St. Luke's Hospital to create a new entrance that would enhance the appearance of the hospital and create a welcoming approach for hospital patients, guests and staff.

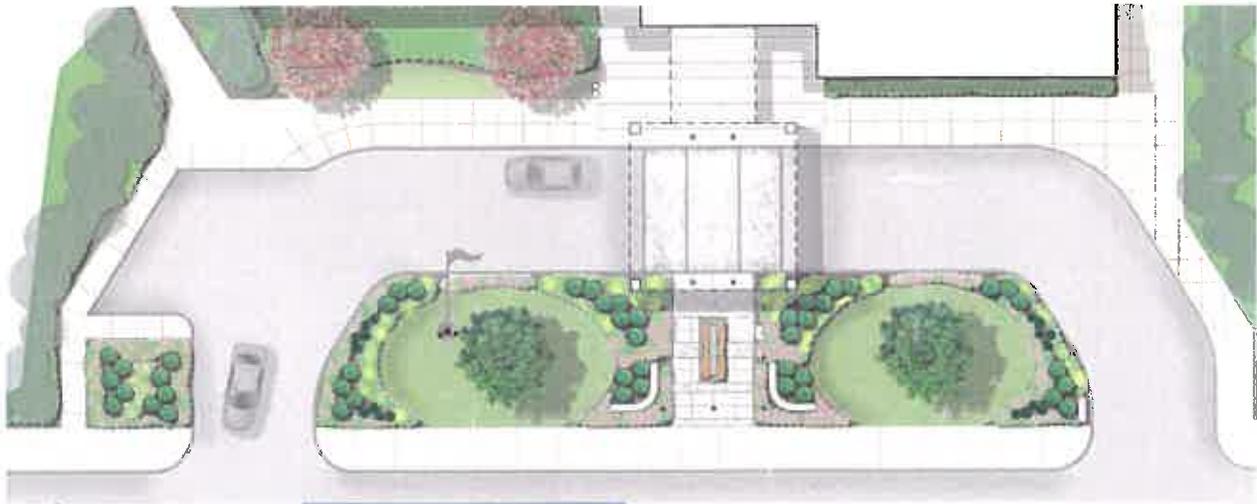
The landscape plan is composed of a native New England planting palette including flowering shrubs, trees and plants with year round interest.

Stone walls, concrete pavers and granite curbing were integral parts of the design. The materials were selected to blend the hospital with the historic vernacular of New Bedford. Universal Design was a large part of the project focus. Lighting was added to light the main walkway and raised crosswalks were added to create safe transitions for those entering and exiting the hospital.



TRAVVERSE

landscape architects



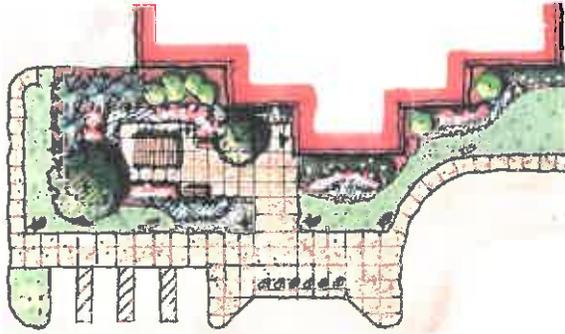
Eleanor Slater Hospital

Pastore Campus

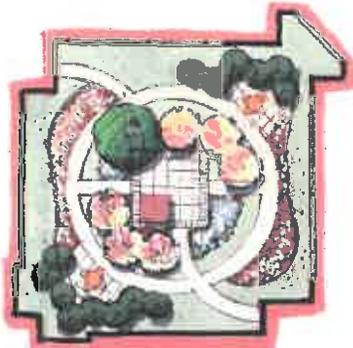
Cranston, Rhode Island

Date: 2012 - 2014

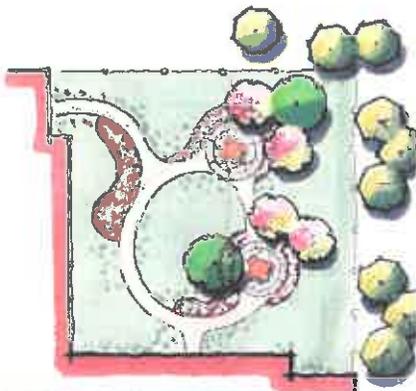
Size: Pastore Campus



CONCEPT LAYOUT FOR MAIN ENTRANCE



CONCEPT LAYOUT FOR COURTYARD A

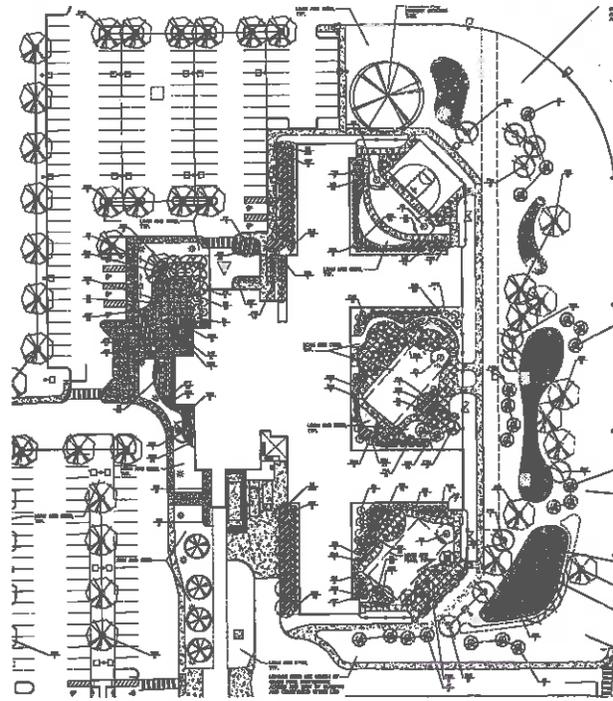


CONCEPT LAYOUT FOR COURTYARD B

Traverse Landscape Architects provided conceptual design through construction documents for the new state hospital at the Pastore Campus. Highlights include patient courtyards providing safe and aesthetic areas for outdoor use, front entrance design providing families a place to gather outside of the hospital. Also included was tree protection, meadow restoration and vegetated swales to slow and filter storm water.



TRAVERSE
landscape architects



LANDSCAPE CONSTRUCTION PLAN

Walden Behavioral Health Care
Framingham, Massachusetts
Date: 2013
Size: 23 Acres
Construction Cost: 10 Million

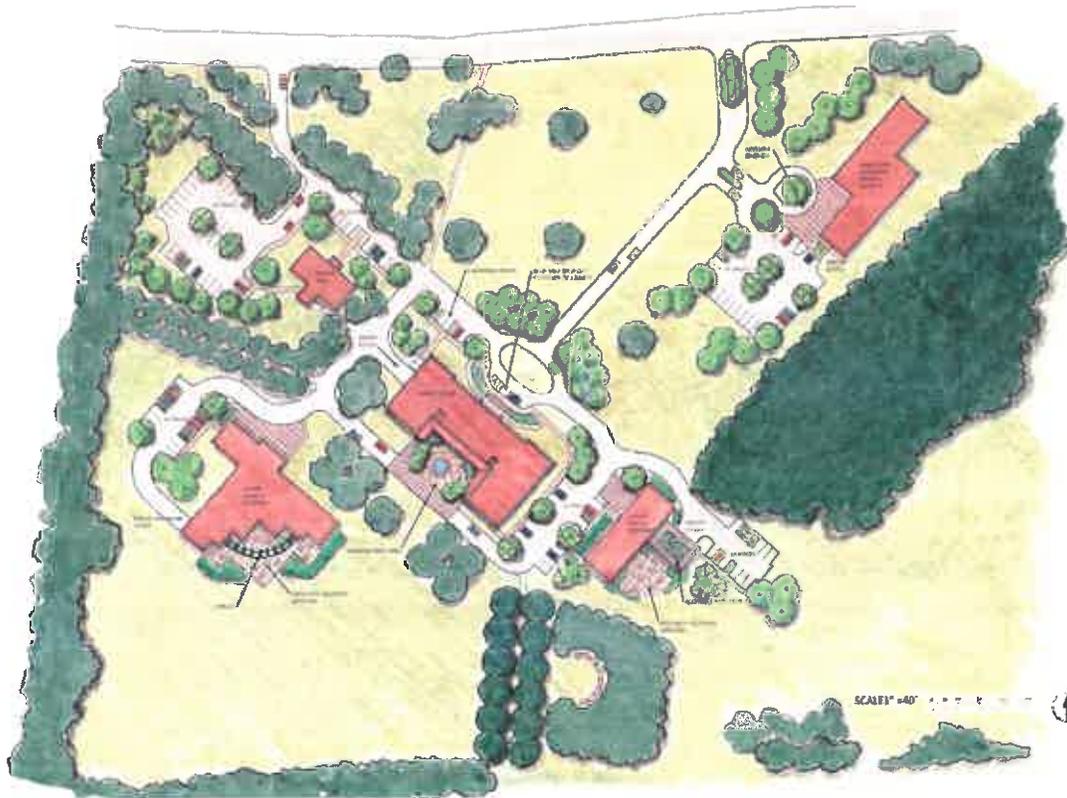
Traverse Landscape Architects collaborated with GMI Architects to provide a due-diligence study of a property in Framingham to be developed as an in-patient and out-patient treatment facility for Walden Behavioral Health Care. The 23-acre pastoral retreat was once the home to The Marist Brothers, a Catholic religious order. During our analysis, we found that the site offers easy access from points east and west, and maintains a sense of privacy and peacefulness. Traverse Landscape Architects provided several site-sensitive concepts for development of new buildings, parking and pathways.



EXISTING ENTRANCE



SITE DIAGRAM



PERFORMANCE RECORD



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

REFERENCES

Rhonda Mitchell
Executive Director
Newport Housing Authority
(401) 847-0185

Dean Harrison
Director of Real Estate Development
Women's Development Corp.
(401) 941-2900 Ext. 120

Craig Sutton
Vice President
Stand Corporation
(401) 737-8420

Giovanni Pallidino
Director of Design & Architecture
Kirchhoff Companies
(845) 635-2000

More References Available upon Request



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

AWARDS LIST



Middlebury College Student Residences



WaterRower Headquarters



This Old House Idea Home 2018



Tiverton Public Library

2020

- Best in America Living Awards: Platinum Award for Green Entire Home Remodel - *Jamestown Net Zero House*
- Best in America Living Awards: Platinum Award for Community of the Year - *Castle Street Cottages*

2019

- Congress for the New Urbanism: Illinois "Filling the Housing Gap: Missing Middle Design Competition" - *It Will Play in Peoria*
- RI Monthly Design Awards: Silver Residential Interior Design - *This Old House 2018 Idea House*
- RI Monthly Design Awards: Gold Residential Renovation - *Jamestown Net-Zero House*
- AIA New England: Emerging Professional Friendly Firm *Union Studio*

2018

- AIA Rhode Island: Design Award "Merit Award for Civic/Institutional" - *Tiverton Public Library*
- AIA Rhode Island: Design Award "Citation for Unbuilt" - *Side Hustle House*
- National Association of Home Builders: Best in American Living Award "Best Student Housing" - *Middlebury College Student Residences*
- National Association of Home Builders: Best in American Living Award "Best Single-Family One-of-a-Kind Custom or Spec Home 2,001 - 3,000 sf" - *This Old House® 2018 Idea House*
- Professional Builder Design Awards: Gold Award "Community" - *Heritage Sands*
- Congress for the New Urbanism: New England Chapter Economic Innovation Award - *Side Hustle House*
- Core77: Core77 Design Awards "Open Design Award, Runner Up" *Side Hustle House*

2017

- AIA Rhode Island: Design Award "Honor Award for Commercial/Industrial" - *WaterRower World Manufacturing Headquarters*
- AIA Rhode Island: Design Award "Merit Award for Educational/Institutional" - *Middlebury College Student Residences*
- AIA Rhode Island: Design Award "Merit Award for Adaptive Reuse/Renovation" - *The Birdhouse on Prout's Neck, ME*
- Cape Cod Young Professionals: House Design Contest "2-Bedroom House Design" - *Side Hustle House*
- Congress for the New Urbanism: National Charter Award - *Keeping History Above Water: Planning for Sea Level Rise in Newport's Historic Point Neighborhood*
- National Association of Home Builders: Best in American Living Award "Best Single-Family Custom Home, 1,501 - 2,500 sq. ft." - *The Birdhouse on Prout's Neck, ME*
- National Association of Home Builders: Best in American Living Award "Best Specialty Room Interior Design" - *The Bunk Room, This Old House® 2017 Idea House*
- National Association of Home Builders: Best in American Living Award "Best Single-Family Detached Home, up to 2,000 sq. ft." - *The Stratford at Dorset Park*
- Professional Builder: Design Award "Gold Award for Single-Family Detached Home, Under 2,000 sq. ft." *Stratford III of Dorset Park*



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN



Cottages on Greene



North Elmwood Revitalization



Concord Riverwalk

AWARDS LIST

2017 continued...

- Professional Builder: Design Award "Silver Award for Multifamily" - *Middlebury College Student Residences*
- Providence Preservation Society: Historic Preservation Award "At-Large Project Award" - *East Long Pond Apartments*
- Rhode Island Monthly: Design Award "Silver Award for Commercial Interior Design" - *WaterRower World Manufacturing Headquarters*

2016

- AIA New England: Design Award "Merit Award for Institutional" - *Tiverton Public Library*
- American Planning Association: Rhode Island Chapter Award "Outstanding Neighborhood Planning" - *Keeping History Above Water: Planning for Sea Level Rise in Newport's Historic Point Neighborhood*
- Congress for the New Urbanism: New England Chapter Urbanism Award - *Keeping History Above Water: Planning for Sea Level Rise in Newport's Historic Point Neighborhood*
- GrowSmartRI: Smart Growth Award "Outstanding Smart Growth Project" - *Tiverton Public Library*
- National Association of Home Builders: Best in American Living Award "Community of the Year" - *Heritage Sands*
- National Association of Home Builders: Best in American Living Award "Best Residential Community (under 100 homes)" - *Heritage Sands*
- National Association of Home Builders: Best in American Living Award "Best Project in North Atlantic Region" - *Heritage Sands*
- National Association of Home Builders: Best in American Living Award "Best Project in Pacific Northwest Region" - *Ludlow Cove*
- National Association of Home Builders: Best in American Living Award "Platinum Award for Best Single-Family Detached Home, Under 2,000 sq. ft." - *Ludlow Cove*
- Professional Builder: Design Award "Silver Award for Single-Family Production, Under 2,000 sq. ft." - *Ludlow Cove*
- Professional Builder: Design Award "Gold Award for Production Home Under 2,000 sq. ft. or Modular Homes" - *Heritage Sands*
- Rhode Island Monthly: Design Award "Gold Award for Commercial Interior Design" - *Tiverton Public Library*

2015

- Builders and Remodelers Association of Greater Boston: PRISM Award "Best Multi-Unit For-Sale Community: Detached Home" - *Heritage Sands*
- GrowSmartRI: Smart Growth Award "Outstanding Smart Growth Project" - *North Cove Landing*
- International Property Award "Best Residential Development Americas" - *Heritage Sands*
- Pacific Coast Builder's Conference: Gold Nugget Award "Grand Award for Best Single Family Detached Home, Under 2,000 sq. ft." - *Ludlow Cove*

2014

- AIA New England: Design Award "Honorable Mention" - *Riverwalk*
- Builder Magazine: Builder's Choice Award "Project of the Year for Green Development or Production Housing" - *Riverwalk*
- Professional Builder: Design Award "Platinum Award for New Community" - *Riverwalk*
- Providence Preservation Society: Historic Preservation Award "Neighborhood Revitalization Award" - *Trinity Place*



UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN



Sandywoods Farm



Edenville Cottage

AWARDS LIST

2013

- AIA Rhode Island: Design Award “Merit Award for Urban Design” - *Newburyport, MA Waterfront Master Plan*
- Boston Society of Architects: John Clancy II Honor Award for Socially Responsible Housing - *Sandywoods*
- GrowSmartRI: Smart Growth Award “Outstanding Smart Growth Project” - *Sweetbriar*
- National Association of Home Builders: Best in American Living Award “Community of the Year” - *Riverwalk*
- National Association of Home Builders: Best in American Living Award “Platinum Award for Best Green Community” - *Riverwalk*

2012

- AIA Rhode Island: Design Award “Honor Award for Sustainable Design” - *Riverwalk*
- Builder Magazine: Wm. S. Marvin Hall of Fame Award “Design Excellence” - *Donald Powers*
- GrowSmartRI: Smart Growth Award “Outstanding Smart Growth Project” - *Sandywoods*
- Providence Preservation Society: Historic Preservation Award “Neighborhood Revitalization Award” - *Smith Hill Visions II*

2011

- American Planning Association: Massachusetts Chapter Award “Project Planning” - *Riverwalk*
- American Planning Association: Rhode Island Chapter Award “Neighborhood Planning” - *Cottages on Greene*
- Congress for the New Urbanism: National Charter Award “Honorable Mention” - *Cottages on Greene*
- Congress for the New Urbanism: New England Chapter Urbanism Award - *Riverwalk*
- Multifamily Executive: MFE Award “Merit Award for Best Re-Use of Land” - *Sandywoods*

2010

- Builder Magazine: Builder’s Choice Award “Grand Award for Production home, Under 2,000 sq. ft.” - *San Juan Passage*

2009

- American Planning Association: Rhode Island Chapter Award “Mixed-Use” - *Sandywoods*

2008

- National Association of Home Builders: Best in American Living Award “Best Single-Family Detached Home, 1,801 to 2,400 sq. ft.” - *East Beach Residence*
- Providence Preservation Society: Historic Preservation Award “Neighborhood Revitalization Award” - *N. Elmwood Revitalization*

2007

- Congress for the New Urbanism: New England Chapter Urbanism Award - *Sandywoods*
- National Housing & Rehabilitation Association: J. Timothy Anderson Excellence in Historic Rehabilitation Award “Mixed-Income Housing” - *N. Elmwood Revitalization*

PROJECT UNDERSTANDING

PROJECT APPROACH



We are excited about the opportunity to provide architectural services for the Cumberland Senior Center project and look forward to working with the Town of Cumberland and key stake holders.

Outlined below is our Project Approach, which provides a detailed description of the scope of services proposed. We will work closely with the Ownership Team on all efforts in each project phase.

Project Approach:

Union Studio and our team of landscape and structural design consultants will work diligently to balance the needs of the Cumberland senior center community with the constraints of budget, environmental impact, and long term maintenance. Our efficient design process is informed by our experience with existing building renovations and the impact that particular design decisions have on the people who use these spaces.

Project Tools:

The drawings noted below can be modeled using building information modeling (BIM) software. This is a powerful design and coordination tool that helps the Owner visualize the project in detail and facilitates decision-making and pricing from conceptual design through construction. The three-dimensional model can be used to create renderings of exterior and interior spaces if requested at any point.

SCOPE OF SERVICES

Schematic Design phase

1. Measure and document the existing building on site, and model these conditions using BIM software (Revit).
2. Review building codes, life-safety codes, accessibility requirements, and sustainable building methods.
3. The Architect will lead a design kick-off meeting with the Ownership Team to review the overall goals and concepts of the project and outline the expectations of all parties.

PROJECT APPROACH



4. Documents produced during the Schematic Design phase of the project will include, at minimum, a site plan, floor plan including the new portico, exterior elevations with general material selections, and black and white shaded renderings.
5. The Architect will lead a design presentation to present the Schematic Design documents to the Ownership Team and their stakeholders. Comments received will be incorporated into the final Schematic Design documents, which will be reviewed and approved by the Ownership Team before commencing the next phase.

Design Development phase

1. Once the Schematic Design documents have been reviewed and approved by the Ownership team, the Architect shall prepare Design Development Documents. Drawings will be brought to a point of 50% completion of Construction Documents

during this phase.

2. Architect shall develop outline specifications to establish the materials and products that will be used throughout the project. Technical specifications will be brought to a point of 50% completion.
3. Documents will be submitted to the Ownership Team for review and comment.
4. Ongoing review of building and life-safety codes, accessibility requirements and sustainability considerations.

Construction Documents phase

1. Once the Design Development documents have been reviewed and approved by the Ownership team, the Architect shall prepare the Contract Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project.

PROJECT APPROACH



2. The Architect shall submit 90% Review documents to the Ownership Team for review and comment. Follow up comments will be incorporated into the final contract documents.

Bidding and Negotiation phase

1. Support the Ownership team in answering requests for information (RFI) from potential bidders, reviewing costs, and navigating the process, as requested

Construction Administration phase

1. Assist Ownership team, as requested, to deliver a successful built project.
2. The Architect shall attend regular review meetings with Contractor and Ownership team on site to answer questions about design intent and review progress.
3. The Architect and design team will review material submittals, Contractor requisitions, and project close-out documents.

PROJECT APPROACH



History of the Monastery:

The first monastery building built on the site in 1902, and later converted into the Guest Wing, featured a painted wood porch with a lively rhythm of square columns. Symmetrical, light wood porches juxtaposed against robust masonry buildings were typical in early 20th-century American institutional buildings. This building and its porch were consumed in the 1950 fire.

PROJECT APPROACH

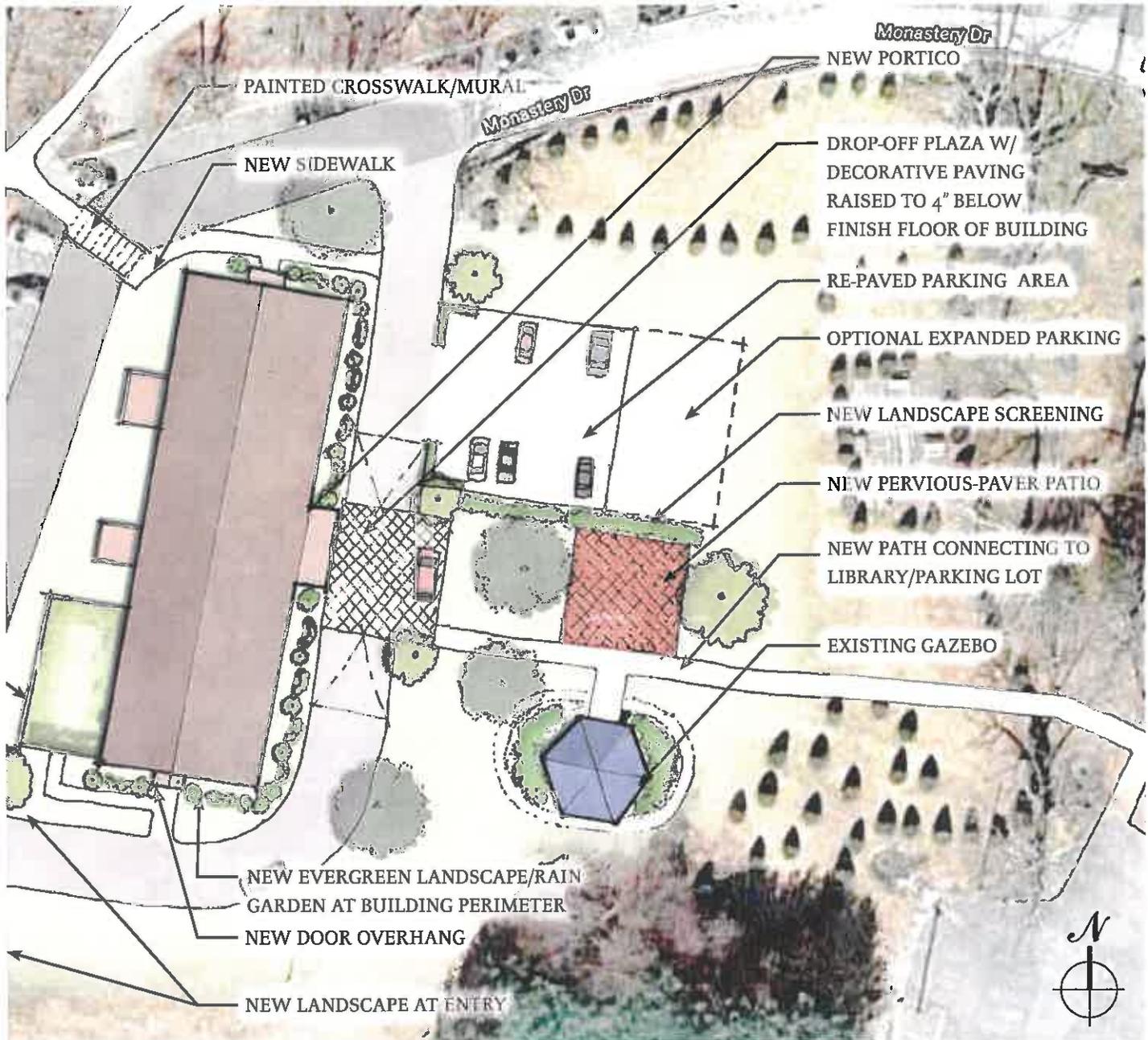
PROJECT APPROACH

Site/Landscape Design Highlights:

- Emphasize connection and cohesion to the rest of the property with a new path to the library parking lot and new sidewalk/crosswalk to trail entry
- Enhance the sense of arrival with landscape elements at both driveway entries, re-staining the existing wood fence, and raising plaza at the portico drop-off area
- Connect and expand the functional outdoor space with a new path to the gazebo and a new permeable paver terrace for gathering
- Screen the parking and the air conditioning condensers with evergreen shrubs that also serve as a rain garden
- Reduce the width of the paved parking area to a standard 60' wide, with the option to extend a new paved area to the east to provide as many new spaces as required



PROJECT APPROACH



PROJECT APPROACH



DESIGN CONCEPT 1

Building Highlights:

- New low-albedo EPDM roofing with new painted fascia/eave trim and gutters
- Screen air-conditioning condensers with evergreen hedge landscaping across building front and side elevations; larger shrubs at sides of portico will help provide wind scree
- Raise a 40' long section of pavement to be 4" below finished floor to alleviate need for an ADA ramp in the portico area; stamped concrete or other decorative paving here to create the feeling of a "plaza" rather than a street
- New front portico in existing portico footprint; exterior portico floor raised to building finish floor height, with space for seating at both sides of the door
- New glazed entry door and sidelites with internal vestibule, new exterior wall sconce lights
- Replace both side entry doors with glazed entries
- Provide canopies over the side doors in a similar language to the portico to create a sense of entry and provide some cover for the transition between inside and outside

PROJECT APPROACH



Design Concept Highlights:

- Remove existing brick paint and seal natural brick *or* re-paint brick with warmer color that relates to the stone at the Monastery/Library buildings
- Portico to use architectural language from original monastery Guest Wing porch: painted 11' tall square columns with painted eave/fascia trim, easily built from standard stock wood, poly-ash, fiberglass, or other composite material
- Railings to be fabricated from painted, standard stock wood or composite material
- Low-albedo EPDM roof to match building roof material
- New painted wood or embossed metal entry sign above doors

PROJECT APPROACH



DESIGN CONCEPT 2

Building Highlights:

- New low-albedo EPDM roofing with new painted fascia/eave trim and gutters
- Screen air-conditioning condensers with evergreen hedge landscaping across building front and side elevations; larger shrubs at sides of portico will help provide wind scree
- Raise a 40' long section of pavement to be 4" below finished floor to alleviate need for an ADA ramp in the portico area; stamped concrete or other decorative paving here to create the feeling of a "plaza" rather than a street
- New front portico in existing portico footprint; exterior portico floor raised to building finish floor height, with space for seating at both sides of the door
- New glazed entry door and sidelites with internal vestibule, new exterior wall sconce lights
- Replace both side entry doors with glazed entries
- Provide canopies over the side doors in a similar language to the portico to create a sense of entry and provide some cover for the transition between inside and outside

PROJECT APPROACH



Design Concept Highlights:

- Remove existing brick paint *or* re-paint brick with warm neutral color that relates to the lighter stone at the Monastery/Library buildings
- Portico to use architectural language from original monastery Guest Wing porch: painted, tapered square columns on 3' tall brick pilasters, with painted eave/fascia trim, easily built from standard stock wood, poly-ash, fiberglass, or other composite material
- Railings to be wrought iron mounted between brick pilasters
- Low-albedo EPDM roof to match building roof material
- New painted wood or embossed metal entry sign above doors

Cost Estimate:

Our estimate presents a comprehensive list of all potential site and building improvement options. Consider it like an la carte menu: there is flexibility to add, remove, or modify any of the items in the work scope for budget purposes.

Cost Opinion				Date: April, 2020	
Cumberland Senior Center					
	Task	Unit	Cost	Amount	Subtotal
Site parking and drop off					
1	Remove paving, grade, and repave	sf	\$ 7	7200	\$ 50,400
2	Drainage adjustments: grading, swales, piping, etc.	total	\$ 8,500	1	\$ 8,500
3	Install new raised drop off area. Stamped concrete	sf	\$ 20	450	\$ 9,000
4	New compacted stonedust walk to library parking	sf	\$ 8	800	\$ 6,400
5	Landscaping - Seeding, shrubs, trees	total	\$ 10,000	1	\$ 10,000
6	Pervious paver patio at gazebo area	sf	\$ 30	250	\$ 7,500
Front Portico					
7	Remove existing patio/ramp & railings	total	\$ 2,800	1	\$ 2,800
8	Remove existing portico structure	total	\$ 3,500	1	\$ 3,500
9	Install new front portico concrete patio	sf	\$ 12	260	\$ 3,120
10	Install new front portico in it's entirety <i>(Average cost, could range from \$25K to \$40K depending on which option)</i>	total	\$ 32,500	1	\$ 32,500
Existing Building Exterior Improvements					
11	Roofing - remove exist to deck (NIC asbestos)	sf	\$ 2	8000	\$ 16,000
12	Roofing - Install new 25 year rubber, flashings, gutters	sf	\$ 9	8000	\$ 72,000
13	New exterior building and landscape lighting	total	\$ 1,500	1	\$ 1,500
14	Add electronic ADA openers to exterior doors	ea.	\$ 3,500	3	\$ 10,500
15	Replace exterior front entry door and sidelites	total	\$ 3,500	1	\$ 3,500
16	Replace side entry/exit doors	ea.	\$ 2,000	2	\$ 4,000
17	Chemically strip and seal brick walls (\$7/sf if paint instead)	sf	\$ 18	4200	\$ 75,600
18	Install new canopies above side entry doors	ea.	\$ 1,200	2	\$ 2,400
19	New fascia and eave trim	lf	\$ 10	500	\$ 5,000
Interior Building Improvements					
20	Remove and replace interior doors w/ lite openings	ea.	\$ 1,200	6	\$ 7,200
21	Remove, frame, & patch in exist. attic pull down stair	total	\$ 1,100	1	\$ 1,100
22	Frame and install new attic pull down stair	total	\$ 3,000	1	\$ 3,000
23	New interior entry vestibule in exist. hallway	total	\$ 8,000	1	\$ 8,000
Subtotal:					\$ 343,520
General Conditions				8%	\$ 27,482
OH&P				12%	\$ 41,222
Owner's Contingency				10%	\$ 34,352
Grand Total:					\$ 446,576
<i>Costs listed above include 18% prevailing rate</i>					
Notes:					
It is highly likely that there is existing roofing under the existing which contains asbestos. A budget of approx. \$25,000 should be held for that work.					

ADDITIONAL
SERVICES & FORMS



ADDITIONAL SERVICES

UNION STUDIO
ARCHITECTURE & COMMUNITY DESIGN

Additional Services: If the Owner requires Additional Services by the Architect, or the Architect's employees or consultants are required by you or by circumstances beyond our control, the Architect will undertake such services in accordance with a writing signed by the parties setting forth a mutual understanding as to the change. In the absence of a mutual agreement in writing, the Architect will notify the Owner prior to providing Additional Services.

Unless otherwise agreed in writing, Additional Services will be compensated on the basis of the time reasonably required by our personnel to perform such Additional Services, at the following hourly rates:

UNION STUDIO 2020 BILLING RATE SCHEDULE

Principal	\$195 / hr
Senior Associate	\$170 / hr
Associate	\$150 / hr
Professional 2	\$125 / hr
Professional 1	\$110 / hr
Designer 2	\$100 / hr
Designer 1	\$80 / hr
Administrative	\$55 / hr

The foregoing hourly rates may reasonably adjusted on a yearly basis in the ordinary course of business with the approval of the Owner, which approval shall not be unreasonably withheld.



**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name Union Studio Architecture & Community Design

Date 04/30/2020

By Douglas P. Kallfelz - Principal & Managing Partner
Name and Title of Authorized Representative

Signature of Authorized Representative

Appendix A

ANTI-KICKBACK ACKNOWLEDGMENT

ALL BIDDERS/OFFERORS MUST ATTEST TO THE FOLLOWING:

The vendor acknowledges, under the pains and penalties of perjury, that he/she has not been offered, paid, or solicited for any contribution or compensation, nor has he/she been granted a gift, gratuity, or other consideration, either directly or indirectly by any officer, employee or member of the governing body of the Town of Cumberland who exercises any functions or responsibilities in connection with either the award or execution of the project to which this contract pertains.

Further, the vendor acknowledges, under the pains and penalties of perjury, that he/she has not offered, paid, or solicited by way of any contribution or compensation, nor has he/she granted a gift, gratuity or other consideration either directly or indirectly to any officer, employee, or member of the governing body of the Town of Cumberland who exercises any functions or responsibilities in connection with either the award or execution of the project to which this project or contract pertains.



04/30/2020

Signature of Officer

Date

Douglas P. Kallfelz - Principal & Managing Partner

Union Studio Architecture & Community Design

Title

Company

Architectural Design Services - Cumberland Senior Center - BID #2020-0430-13

Title of RFP

ORIGINAL: OCTOBER 2018

REVISED: N/A

Request for Proposal
Architectural Design Services for the Cumberland Senior Center
BID #2020-0430-13



Town of Cumberland
45 Broad Street
Cumberland, RI 02864

Date issued: April 2, 2020

Date due: April 30, 2020 at 2:00 PM

Town of Cumberland, Finance Department

45 Broad Street

Cumberland, RI 02864

Phone: 401-728-2400 x134

SCOPE OF WORK

The Town of Cumberland seeks proposals for architectural design services for the Cumberland Senior Center located at 1464 Diamond Hill Road, Suite 1, Cumberland, RI 02864. The project includes evaluation and preparation of design alternatives; selection of a preferred alternative; preparation of a preliminary construction cost estimate; preparation of final design, plans, and details; bidding services as needed; construction inspections; and related services.

EVALUATION PHASE

The evaluation phase of the project will include architectural design concept alternatives for a new exterior portico and preliminary construction cost estimate for the designs; The design concepts must be respectful of the history and style of the Cumberland Monastery.

<https://www.cumberlandlibrary.org/monastery-history>.

The design concept should include:

- Portico concept design alternatives – designs for a new portico which will replace the existing portico that will be removed. The proposed portico must include overhead and side protection from the weather. The portico structure cannot exceed the existing footprint. The portico design must include entry stairs and accessible ramp as well as seating for seniors waiting for transportation. Design will also include an interior vestibule that serves as protection from cold weather.
- Landscape design and accessible path – overall design concept for a planting bed along the front of the Senior Center and an accessible path from the entry of the Senior Center to the existing gazebo, just to the southeast of the Senior Center.
- Parking design – design for reconfigured parking space areas.
- Recommendations for roofing materials (type and style) for the remaining building.
- Design considerations that camouflage the existing exterior air conditioning units on the front of the building. If cost effective, units can be relocated as a design alternative.
- Design considerations that maximize protection against the cold and conserve energy.
- Design considerations that improve the appearance of the entire exterior of the building that are also reasonably maintenance-free.

Proposals will be examined and evaluated based on their response to the Evaluation Phase and Evaluation Criteria in Appendix C as listed below.

1. General professional experience and experience with similar types of projects.
2. Three references associated with other projects of similar scope and services
3. Project approach and team
4. Design concepts
5. Landscaping and façade recommendations
6. Consideration of the history of The Monastery

All proposals shall be reviewed and ranked by the Town's Senior Center Renovations Building Committee (SCRBC). It is the responsibility of the Consultant to provide information, evidence or exhibits which clearly demonstrate the ability to satisfactorily respond to the project requirements.

Costs will not be required for the Evaluation Phase and will therefore not be considered as part of the evaluation of proposals during the initial selection process.

Respondents must be able to contract with the Federal Government. They may not be debarred or suspended from working with the Federal Government.

Work is expected to begin in late June 2020.

FINAL DELIVERABLES

Upon selection of the preferred architectural design, the selected firm will:

1. Prepare final design plans for the portico including generating specifications that can be utilized to obtain General Contractor bids and the required building permits. Design must be compliant with ADA requirements including an electronic exterior ADA door within the portico. Construction cost estimate should also be prepared.
2. Design specifications that improve the appearance of the entire exterior of the building that are also reasonably maintenance-free.
3. Specifications for two additional electronic exterior ADA doors.
4. Specifications for the replacement of interior doors, not including kitchen, with full light interior doors (6 units), frosted glass interior door (1 unit), and interior door (1 unit)
5. Specifications for folding aluminum attic stairs (1 unit)
6. Design recommendations that camouflage the existing exterior air conditioning units on the front of the building.
7. Evaluation of grade changes that may be required for all entrances and incorporate work into specifications.
8. Details for exterior treatment of siding, lighting, walkway that connects the building to the existing gazebo all while being respectful of the history and style of the Cumberland Monastery.
9. Recommendations for reconfigured parking space areas.
10. Recommendations for roofing materials (type and style) for the remaining building.
11. Pathway to gazebo that is ADA compliant.

PROJECT AREA

The image is an overview of the Senior Center located within the Cumberland Monastery grounds. There is extensive open space across the driveway from the Senior Center and it's important that pedestrians feel safe going to and from these spaces.



Red outline is the study area.

SELECTION PROCESS

Proposals will be examined and evaluated based on their responses to the Evaluation Phase and Evaluation Criteria in Appendix C.

All proposals shall be reviewed and ranked by the Town's Senior Center Renovations Building Committee (SCRBC). It is the responsibility of the Consultant to provide information, evidence or exhibits which clearly demonstrate the ability to satisfactorily respond to the project requirements.

Costs will not be required for the Evaluation Phase RFP submittal, and will therefore not be considered as part of the evaluation of proposals during the selection process.

The SCRBC will select finalists based on the content of their written proposals as judged against the selection criteria contained in Appendix C. The SCRBC will schedule interviews with firms scoring higher than eighty (80) on the Evaluation Criteria. Interviews will be schedule during May 11 – May 15th, 2020.

Based on the results of the interviews in combination with the Evaluation Criteria scores, the SCRBC will select a single top-ranked consulting firm to provide a cost proposal. If negotiations with the selected firm are unsuccessful, this process is repeated with the next highest-ranked firm, until a fair and reasonably priced contract can be awarded.

The Town of Cumberland reserves the right to accept or reject all proposals, waive any informality in any of the proposals, and to choose the proposal deemed solely by it to be in the best interest of the Town.

Schedule (subject to change due to COVID-19 emergency)

Onsite visit: April 17 at 3 PM

Evaluation Phase Proposals due: 4/30 at 2 PM

SCRBC Meeting: 5/7 at 5:30

Interview Respondents: 5/11 – 5/15

Price Proposal due from Top Candidate: 5/19

SCRBC Meeting 5/21

If necessary, interview other candidates: 5/26 -5/29

If necessary, Price Proposals due from other candidate: 6/1

SCRBC Meeting: 6/4

Town Council Meeting: 6/17

If first candidate is selected –6/3 Town Council Meeting for approval

PRE-PROPOSAL MEETING

A pre-proposal meeting is scheduled for April 17, 2020 at 3:00 PM at the Cumberland Senior Center located at 1464 Diamond Hill Road, Suite 1, Cumberland, RI 02864.

The pre-proposal meeting will provide an opportunity to assist prospective firms with site conditions, technical matters, and the extent and type of work required to be performed.

QUESTIONS and ADDENDA

In order to provide prompt answers to questions, the Town requests that all Bidders submit written questions in a timely manner. Accordingly, questions must be emailed to gmodica@cumberlandri.org at least ten (10) days prior to the date fixed for the opening of the bids. The Town will compile written answers which will be available by Addendum on the Cumberland Finance Department's webpage and the State Purchasing website. No interpretation on the meaning of the Plans, Specifications or other Contract Document will be made to any bidder orally.

Please avoid private communication with any Official or Building Committee Member from the release date through the selection of contractor. Bidders who initiate private communication or attempt to violate the process outlined herein may be disqualified.

REFERENCES

Bids must include three references for similar type of project. Include: Project Name, Project Total, Date of Project, Contact, Title, Phone and Email.

SUBMISSION OF BIDS:

1. Bids are due by 2PM on April 30, 2020 and no proposal received thereafter will be considered.
2. Six (6) copies of the bid will be submitted and should include literature, a written proposal and drawings. Three references must also be included with the proposal.
3. Envelopes containing bids must be sealed and addressed to the Office of the Finance Director, Cumberland Town Hall, 45 Broad St., Cumberland, RI, 02864, and labeled with name and address of the bidder and "Architectural Design Services for the Cumberland Senior Center, Bid ##2020-0430-13.
4. Any consultant may withdraw his proposal by written request at any time prior to the advertised time for opening. Telephonic bids, amendments, or withdrawals will not be accepted.
5. Unless otherwise specified, no proposal may be withdrawn for a period of sixty (60) days from time of bid opening.
6. Proposals received prior to the time 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.
7. 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 bid will deviate from specifications.

HUD REQUIREMENTS:

The successful bidder will be required to sign the following forms:

- Certification Regarding Debarment and Suspension

HOLD HARMLESS:

The contractor shall be responsible for his work and every part thereof, and for all materials, tools, appliances, and property of every description used in connection therewith. The contractor agrees to indemnify and save harmless the Town of Cumberland, its employees and agents, against loss or expense by reason of the liability imposed by law upon the contractor, all sub-contractors, or owner for damage because of bodily injuries, including person or persons or on account of damage to property arising out of or in consequence of the performance of this work whether such injuries to persons or damage to property are due or claimed to be due to any negligence, including gross negligence, of a sub-contractor, the owner, the general contractor, his or their employees or agents, or any other person

Appendix A

ANTI-KICKBACK ACKNOWLEDGMENT

ALL BIDDERS/OFFERORS MUST ATTEST TO THE FOLLOWING:

The vendor acknowledges, under the pains and penalties of perjury, that he/she has not been offered, paid, or solicited for any contribution or compensation, nor has he/she been granted a gift, gratuity, or other consideration, either directly or indirectly by any officer, employee or member of the governing body of the Town of Cumberland who exercises any functions or responsibilities in connection with either the award or execution of the project to which this contract pertains.

Further, the vendor acknowledges, under the pains and penalties of perjury, that he/she has not offered, paid, or solicited by way of any contribution or compensation, nor has he/she granted a gift, gratuity or other consideration either directly or indirectly to any officer, employee, or member of the governing body of the Town of Cumberland who exercises any functions or responsibilities in connection with either the award or execution of the project to which this project or contract pertains.

Signature of Officer

Date

Title

Company

Title of RFP

ORIGINAL: OCTOBER 2018

REVISED: N/A

Appendix B

TOWN OF CUMBERLAND

GENERAL TERMS AND CONDITIONS OF PURCHASE

The Town of Cumberland's Finance Office may, from time to time, make amendments to the General Terms and Conditions when the Town of Cumberland's Finance Director determines that such amendments are in the best interest of the Town of Cumberland. Amendments shall be made available for public inspection at the Finance Office located in Cumberland Town Hall and online at <https://www.cumberlandri.org/finance/> but shall not require formal public notice and hearing. Copies of the Terms and Conditions shall be provided to any individual or firm requesting them.

TOWN OF CUMBERLAND'S PURCHASING OFFICE GENERAL CONDITIONS OF PURCHASE

All Town of Cumberland purchase orders, contracts, solicitations, delivery orders and service requests shall incorporate and be subject to the provisions of Rhode Island General Laws 8-15-4 and the Town of Cumberland purchasing rules and regulations adopted pursuant thereto, all other applicable provisions of the Rhode Island General Laws, the Cumberland Town Charter, specific requirements described in the Request or Contract, and the following General Conditions of Purchase:

1. GENERAL

All purchase orders, contracts, solicitations, delivery orders, and service requests are for specified goods and services, in accordance with express terms and conditions of purchase, as defined herein. For the purposes of this document, the terms "bidder" and "contractor" refer to any individual, firm, corporation, or other entity presenting a proposal indicating a desire to enter into contracts with the Town of Cumberland, or with whom a contract is executed by the Town of Cumberland's Finance Director, and the term "contractor" shall have the same meaning as "vendor".

2. ENTIRE AGREEMENT

The Town of Cumberland's Purchase Order, or other Town of Cumberland contract endorsed by the Town of Cumberland Finance Office, shall constitute the entire and exclusive agreement between the Town of Cumberland and any contractor receiving an award. In the event any conflict between the bidder's standard terms of sale, these conditions or more specific provisions contained in the solicitation shall govern.

All communication between the Town of Cumberland and any contractor pertaining to any award or contract shall be accomplished in writing.

- A) Each proposal will be received with the understanding that the acceptance, in writing, by contract or Purchase Order by the Town of Cumberland Finance Director of the offer to do work or to furnish any or all the materials, equipment, supplies or services described therein shall constitute a contract between the bidder and the Town of Cumberland. This shall bind the bidder on his part

to furnish and deliver at the prices and in accordance with the conditions of said accepted proposal and detailed specifications and the Town of Cumberland on its part to order from such contractor (except in case of emergency) and to pay for at the agreed prices, all materials, equipment, supplies or services specified and delivered. A contract shall be deemed executory only to the extent of funds available for payment of the amounts shown on Purchase Orders issued by the Town of Cumberland to the contractors.

- B) No alterations or variations of the terms of the contract shall be valid or binding upon the Town of Cumberland unless submitted in writing and accepted by the Town of Cumberland Finance Director. All orders and changes thereof must emanate from the Town of Cumberland Purchasing Office: no oral agreement or arrangement made by a contractor with a department or employee will be considered to be binding on the Town of Cumberland Finance Director, and may be disregarded.
- C) Contracts will remain in force for the contract period specified or until all articles or services ordered before date of termination shall have been satisfactorily delivered or rendered and accepted and thereafter until all terms and conditions have been met, unless:
 - i) terminated prior to expiration date by satisfactory delivery against orders of entire quantities, or
 - ii) extended upon written authorization of the Town of Cumberland Finance Director and accepted by the contractor, to permit ordering of the unordered balances or additional quantities at the contract price and in accordance with the contract terms, or
 - iii) canceled by the Town of Cumberland in accordance with other provisions stated herein.
- D) It is mutually understood and agreed that the contractor shall not assign, transfer, convey, sublet or otherwise dispose of this contract or his right, title or interest therein, or his power to execute such contract, to any other person, company or corporation, without the previous consent, in writing, of the Town of Cumberland Finance Director.
- E) If, subsequent to the submission of an offer or issuance of a purchase order or execution of a contract, the bidder or contractor shall merge with or be acquired by another entity, the contract may be terminated, except as a corporate resolution prepared by the contractor and the new entity ratifying acceptance of the original bid or contract terms, condition, and pricing is submitted to the Town of Cumberland Purchasing Office, and expressly accepted.
- F) The contractor or bidder further warrants by submission of an offer or acceptance of a purchase order or other contract that he has no knowledge at the time of such action of any outstanding and delinquent or otherwise unsettled debt owed by him to the Town of Cumberland, and agrees that later discovery by the Town of Cumberland Finance Director that this warranty was given in spite of such knowledge, except where the matter is pending in hearing or from any appeal therefrom, shall form reasonable grounds for termination of the contract.

3. SUBCONTRACTS

No subcontracts or collateral agreements shall be permitted, except with the Town of Cumberland's express written consent. Upon request, contractors must submit to the Town of Cumberland Purchasing Office a list of all subcontractors to be employed in the performance of any Purchase Order or other contract arising from this Request.

4 RELATIONSHIP OF PARTIES

The contractor or bidder warrants, by submission of an offer or acceptance of a purchase order or other contract, that he is not an employee, agent, or servant of the Town of Cumberland, and that he is fully qualified and capable in all material regards to provide the specified goods and services. Nothing herein shall be construed as creating any contractual relationship or obligation between the Town of Cumberland and any sub-bidder, subcontractor, supplier, or employee of the contractor or offeror.

5. COSTS OF PREPARATION

All costs associated with the preparation, development, or submission of bids or other offers will be borne by the offeror. The Town of Cumberland will not reimburse any offeror for such costs.

6. SPECIFIED QUANTITY REQUIREMENT

Except where expressly specified to the contrary, all solicitations and contracts are predicated on a specified quantity of goods or services, or for a specified level of funding.

- A) The Town of Cumberland reserves the right to modify the quantity, scope of service, date of delivery or completion, or funding of any contract, with no penalty or charge, by written notice to the contractor, except where alternate terms have been expressly made a part of the contract.
- B) The Town of Cumberland shall not accept quantities in excess of the specified quantity except where the item is normally sold by weight (where sold by weight, the Town of Cumberland will not accept quantities greater than ten per cent [10%] of the specified quantity), or where the Request or Contract provides for awards for other than exact quantities.
- C) Purchase Orders or other contracts may be increased in quantity or extended in term without subsequent solicit with the mutual consent of the contractor and the Town of Cumberland, where determined by the Town of Cumberland Finance Director to be in the Town of Cumberland's best interest.

7. TERM AND RENEWAL

Where offers have been requested or contracts awarded for terms exceeding periods of twelve (12) months, it is mutually understood and agreed that the Town of Cumberland's commitment is limited to a base term not to exceed twelve (12) months, subject to renewal annually at the Town of Cumberland's sole option for successive terms as otherwise described, except where expressly specified to the contrary. Purchase orders appearing to commit to obligations of funding or terms of performance may be executed for administrative convenience, but are otherwise subject to this provision, and in such cases the Town of Cumberland's renewal shall be deemed to be automatic,

conditional on the continued availability of appropriated funds for the purpose, except as written notice of the Town of Cumberland's intent not to renew is served.

8 DELIVERY/COMPLETION

Delivery must be made as ordered and/or projects completed in accordance with the proposal. If delivery qualifications do not appear on the bidder's proposal, it will be interpreted to mean that goods are in stock and that shipment will be made within seven (7) calendar days. If the project completion date is not specified in the proposal, the date shall be determined by the Town of Cumberland Finance Director. The decision of the Town of Cumberland Finance Director, as to reasonable compliance with the delivery terms, and date of completion shall be final. Burden of proof of delay in receipt of order shall rest with the contractor. No delivery charges shall be added to invoices except when authorized on the Purchase Order.

9. FOREIGN CORPORATIONS

In accordance with Title 7 Chapter 1.1 ("Business Corporations") of the General Laws of Rhode Island, no foreign corporation shall have the right to transact business in this state until it shall have procured a certificate of authority so to do from the Secretary of State.

10. COLLUSION

Bidder or contractor warrants that he has not, directly or indirectly, entered into any agree participated in any collusion or otherwise taken any action in restraint of full competitive bidding. In special circumstances, an executed affidavit will be required as a part of the bid.

11 PROHIBITION AGAINST CONTINGENT FEES AND GRATUITIES

Bidder or contractor warrants that he has not paid, and agrees not to pay, any bonus, commission, fee, or gratuity to any employee or official of the Town of Cumberland for the purpose of obtaining any contract or award issued by the Town of Cumberland. Bidder or contractor further warrants that no commission or other payment has been or will be received from or paid to any third party contingent on the award of any contract by the Town of Cumberland, except as shall have been expressly communicated to the Town of Cumberland Finance Director in writing prior to acceptance of the contract or award in question. Subsequent discovery by the Town of Cumberland of non-compliance with these provisions shall constitute sufficient cause for immediate termination of all outstanding contracts and suspension or debarment of the bidder(s) or contractor(s) involved.

12. AWARDS

Awards will be made with reasonable promptness and by written notice to the successful bidder (only); bids are considered to be irrevocable for a period of ninety (90) days following the bid opening unless expressly provided for to the contrary in the Request, and may not be withdrawn during this period without the express permission of the Town of Cumberland Finance Director.

- A) Awards shall be made to the bidder(s) whose offer(s) constitutes the lowest responsive price offer (or lowest responsive price offer on an evaluated basis) for the item(s) in question or for the Request as a whole, at the option of the Town of Cumberland. The Town of Cumberland reserves

the right to determine those offers which are responsive to the Request, or which otherwise serve its best interests.

- B) The Town of Cumberland reserves the right, before making award, to initiate investigations as to whether or not the materials, equipment, supplies, qualifications or facilities offered by the bidder meet the requirements set forth in the proposal and specification, and are ample and sufficient to insure the proper performance of the contract in the event of award. If upon such examination it is found that the conditions of the proposal are not complied with or that articles or equipment proposed to be furnished do not meet the requirements called for, or that the qualifications or facilities are not satisfactory, the Town of Cumberland may reject such a bid. It is distinctly understood, however, that nothing in the foregoing shall mean or imply that it is obligatory upon the Town of Cumberland to make any examinations before awarding a contract; and it is further understood that if such examination is made, it in no way relieves the contractor from fulfilling all requirements and conditions of the contract.

- C) Qualified or conditional offers which impose limitations of the bidder's liability or modify the requirements of the bid, offers for alternate specifications, or which are made subject to different terms and conditions than those specified by the Town of Cumberland may, at the option of the Town of Cumberland, be
 - i) rejected as being non-responsive, or
 - ii) set aside in favor of the Town of Cumberland's terms and conditions (with the consent of the bidder), or
 - iii) accepted, where the Town of Cumberland Finance Director determines that such acceptance best serves the interests of the Town of Cumberland.

Acceptance or rejection of alternate or counter-offers by the Town of Cumberland shall not constitute a precedent which shall be considered to be binding on successive solicitations or procurements.

- D) Bids submitted in pencil, or which do not bear an original signature, in ink, by an owner or authorized agent thereof, will not be accepted.

- E) The Town of Cumberland Finance Director reserves the right to determine the responsibility of any bidder for a particular procurement.

- F) The Town of Cumberland Finance Director reserves the right to reject any and all bids in whole or in part, to waive technical defects, irregularities, and omissions, and to give consideration to past performance of the offerors where, in his judgment the best interests of the Town of Cumberland will be served by so doing.

- G) The Town of Cumberland Finance Director reserves the right to make awards by items, group of items or on the total low bid for all the items specified as indicated in the detailed specification, unless the bidder specifically indicates otherwise in his bid.

- H) The impact of discounted payment terms shall not be considered in evaluating responses to any Request.
- I) The Town of Cumberland Finance Director reserves the right to act in the Town of Cumberland's best interests regarding awards caused by clerical errors by the Town of Cumberland Purchasing Office.

13 SUSPENSION AND DEBARMENT

The Town of Cumberland Finance Director may suspend or debar any vendor or potential bidder, for good cause shown:

- A) A debarment or suspension against a part of a corporate entity constitutes debarment or suspension of all of its divisions and all other organizational elements, except where the action has been specifically limited in scope and application, and may include all known corporate affiliates of a contractor, when such offense or act occurred in connection with the affiliate's performance of duties for or on behalf of the contractor, or with the knowledge, approval, or acquiescence of the contractor or one or more of its principals or directors (or where the contractor otherwise participated in, knew of, or had reason to know of the acts).
- B) The fraudulent, criminal or other serious improper conduct of any officer, director, shareholder, partner, employee, or any other individual associated with a contractor may be imputed to the contractor when the conduct occurred in connection with the individual's performance of duties for or on behalf of the contractor, or with the contractor's knowledge, approval or acquiescence. The contractor's acceptance of benefits derived from the conduct shall be evidence of such knowledge, approval, or acquiescence.
- C) A vendor or contractor who knowingly engages as a subcontractor for a contract awarded by the Town of Cumberland to a vendor or contractor then under a ruling of suspension or debarment by the Town of Cumberland shall be subject to disallowance of cost, annulment or termination of award, issuance of a stop work order, or debarment or suspension, as may be judged to be appropriate by the Town of Cumberland's Finance Director.

14. PUBLIC RECORDS

Contractors and bidders are advised that certain documents, correspondence, and other submissions to the Town of Cumberland's Purchasing Office may be voluntarily made public by the Town of Cumberland absent specific notice that portions of such submittals may contain confidential or proprietary information, such that public access to those items should be withheld.

15. PAYMENT

Unless otherwise provided for by the Request or Contract, payment shall not be made until delivery has been made, or services performed, in full, and accepted. Payment shall not be due prior to thirty (30) working days following the latest of completion, acceptance, or the rendering of a properly

submitted invoice. Payments will be released ONLY upon the completion of all certified payrolls incurred during the project and all required close out reports.

- A) Payment terms other than the foregoing may be rejected as being nonresponsive.
- B) No partial shipments, or partial completion will be accepted, unless provided for by the Request or Contract.
- C) Where a question of quality is involved, or failure to complete a project by the specified due date, payment in whole or part against which to charge back any adjustment required, shall be withheld at the direction of the Town of Cumberland Finance Director. In the event a cash discount is stipulated, the withholding of payments, as herein described, will not deprive the Town of Cumberland from taking such discount.
- D) Payments for used portion of inferior delivery or late delivery will be made by the Town of Cumberland on an adjusted price basis.
- E) Payments on contracts under architectural or engineering supervision must be accompanied by a Certificate of Payment and Statement of Account signed by the architect or engineer and submitted to the Town of Cumberland Purchasing Office for approval.

16 THIRD-PARTY PAYMENTS

The Town of Cumberland recognizes no assigned or collateral rights to any purchase agreement except as may be expressly provided for in the bid or contract documents, and will not accede to any request for third party or joint payment(s), except as provided for in specific orders by a court of competent jurisdiction, or by express written permission of the Town of Cumberland's Finance Director. Where an offer is contingent upon such payment(s), the offeror is obligated to serve affirmative notice in his bid submission.

17. SET-OFF AGAINST PAYMENTS

Payments due the contractor may be subject to reduction equal to the amount of unpaid and delinquent state taxes (or other just debt owed to the State), except where notice of delinquency has not been served or while the matter is pending in hearing or from any appeal therefrom.

18. EQUAL OPPORTUNITY COMPLIANCE, HANDICAPPED ACCESS AND AFFIRMATIVE ACTION

Contractors of the Town of Cumberland are required to demonstrate the same commitment to equal opportunity as prevails under federal contracts controlled by Federal Executive Orders 11246, 11625, 11375 and 11830, and Title 28 Chapter 5.1 of the General Laws of Rhode Island.

Affirmative action plans shall be submitted by the contractor for review by the State Equal Opportunity Office. A contractor's failure to abide by the rules, regulations, contract terms and compliance reporting provisions as established shall be grounds for forfeiture and penalties as shall be established, including but not limited to suspension.

19. INSURANCE

All construction contractors, independent tradesmen, or firms providing any type of maintenance, repair, or other type of service to be performed on Town of Cumberland premises, buildings, or grounds are required to purchase and maintain coverage with a company or companies licensed to do business in the state as follows:

- A) **Comprehensive General Liability Insurance**
Combined Single Limit not less than \$1,000,000 each occurrence for bodily Injury and property damage.
 - i) Independent Contractors;
 - ii) Contractual - including construction hold harmless and other types of contracts or agreements in effect for insured operations;
 - iii) Products and Completed Operations;
 - iv) Personal Injury (with employee exclusion deleted)

- B) **Automobile Liability Insurance**
Combined Single Limit not less than \$1,000,000 each occurrence for bodily Injury and property damage including non-owned and/or hired vehicle coverage.

OR

Bodily Injury, per person, \$500,000/ Bodily Injury, \$1,000,000 per accident/ Property Damage, \$500,000 per accident including non-owned and/or hired vehicle coverage.

- C) **Workers' Compensation Insurance**
As required by the General Laws of Rhode Island.

- D) **Employers liability \$500,000**

The Town of Cumberland shall be named as an additional insured on the vendor's Comprehensive General Liability Policy and Automobile Liability Policy.

The Town of Cumberland's Finance Director reserves the right to consider and accept alternate forms and plans of insurance or to require additional or more extensive coverage for any individual requirement. Successful bidders shall provide certificates of coverage, reflecting the Town of Cumberland as an additional insured, to the Town of Cumberland Purchasing Office, forty-eight (48) hours prior to the commencement of work, as a condition of award. Failure to comply with this provision shall result in rejection of the offeror's bid.

20. SUSPENSION, DEFAULT AND TERMINATION

- A) **Suspension of a Contract by the Town of Cumberland**
The Town of Cumberland reserves the right at any time and for any reason to suspend all or part of this contract, for a reasonable period, not to exceed sixty days, unless the parties agree to a longer period. The Town of Cumberland shall provide the contractor with written notice of the

suspension order signed by the Finance Director or his or her designee, which shall set forth the date upon which the suspension shall take effect, the date of its expiration, and all applicable instructions. Upon receipt of said order, the contractor shall immediately comply with the order and suspend all work under this contract as specified in the order. The contractor shall take all reasonable steps to mitigate costs and adverse impact to the work specified in the contract during the suspension period. Before the order expires, the Town of Cumberland shall either:

- i. cancel the suspension order;
- ii. extend the suspension order for a specified time period not to exceed thirty (30) days; or
- iii. terminate the contract as provided herein.

The contractor shall resume performance once a suspension order issued under this section is canceled or expires. If as a result of the suspension of performance, there is a financial or schedule impact upon the contract, an appropriate adjustment may be made by, or with the approval of, the Town of Cumberland's Finance Director. Any adjustment shall be set forth in writing. After a suspension order has been canceled or expires, the contractor shall provide any request for adjustment to the Town of Cumberland's Finance Director within thirty (30) days after resuming work performance.

B) Termination of a Contract by the Town of Cumberland

i. Termination for Default or Nonperformance

If, for any reason, the contractor breaches the contract by failing to satisfactorily fulfill or perform any obligations, promises, terms, or conditions, and having been given reasonable notice of and opportunity to cure such default, fails to take satisfactory corrective action within the time specified by the Town of Cumberland, the Town of Cumberland may terminate the contract, in whole or in part, the termination of all outstanding contracts or sub-contracts held by the contractor, and the suspension or debarment of the contractor from future procurements by giving written notice to the contractor specifying the date for termination. The Town of Cumberland shall endeavor to provide such notice at least seven (7) calendar days before the effective date of the termination.

A contractor who fails to commence within the time specified or complete an award made for repairs, alterations, construction, or any other service will be considered in default of contract. If contractor consistently fails to deliver quantities or otherwise perform as specified, the Town of Cumberland's Finance Director reserves the right to terminate the contract and contract for completion of the work with another contractor and seek recourse from the defaulting contractor or his surety. In the event of a termination for default or nonperformance, in whole or in part, the Town of Cumberland may procure similar goods or services in a manner and upon terms it deems appropriate, and the contractor shall be liable for the excess costs incurred by the Town of Cumberland as a result of the contractor's default. The contractor, or its surety, agrees to promptly reimburse the Town of Cumberland

for the excess costs, but shall have no claim to the difference should the replacement cost be less.

ii. Termination Without Cause

The Town of Cumberland may terminate the contract in whole or in part without cause at any time by giving written notice to the contractor of such termination at least thirty (30) days before the effective date of such termination. The notice shall specify the part(s) of the contract being terminated and the effective termination date.

Within thirty (30) days of the effective date of the termination of the contract the contractor shall compile and submit to the Town of Cumberland an accounting of the work performed up to the date of termination. The Town of Cumberland may consider the following claims in determining reasonable compensation owed to the contractor for work performed up to the date of termination:

- a. contract prices for goods or services accepted under the contract;
- b. costs incurred in preparing to perform and performing the terminated portion of the contract; or
- c. any other reasonable costs incurred by the contractor as a result of the termination.

The total sum to be paid to the contractor shall not exceed the total contract price, less any payments previously made to the contractor, the proceeds from any sales of goods or manufacturing materials, and the contract price for work not terminated.

iii. Contractor's Obligations in the Event of Termination

If the contract is terminated for any reason, or expires pursuant to its terms, the contractor shall transfer and deliver to the Town of Cumberland in the manner and to the extent directed by the Town of Cumberland:

- a. all finished or unfinished material prepared by the contractor; and
- b. all material, if any, provided to the contractor by the Town of Cumberland.

For the purposes of the contract, "material" shall include, but is not limited to, goods, supplies, parts, tools, machinery, equipment, furniture, fixtures, information, data, reports, summaries, tables, maps, charts, photographs, studies, recommendations, files, audiotapes, videotapes, records, keys, security badges, and documents.

If the contract is terminated for cause, the contractor shall not be relieved of liability to the Town of Cumberland for damages sustained because of any breach by the contractor. In such event, the Town of Cumberland may retain any amounts which may be due and owing to the contractor until such time as the exact amount of damages due the Town of Cumberland from the contractor has been determined by the Town of Cumberland Finance Director. The Town of Cumberland may also set off any damages so determined against the amounts retained.

Upon termination of the contract, the contractor shall stop performance on the date specified, terminate any outstanding orders and subcontracts applicable to the terminated portion of the contract, and shall incur no further commitments or obligations in connection with the terminated performance. The contractor shall settle all liabilities and claims arising out of the termination of subcontracts and order generating from the terminated performance. The Town of Cumberland may direct the contractor to assign the contractor's right, title and interest under terminated orders or subcontracts to the Town of Cumberland or a third party.

Terminations of Purchase Order Contracts or Master Pricing Agreements shall require the signature of the Town of Cumberland Finance Director or his designee. Notice of termination by either party shall be submitted in writing to the other party in accordance with the termination clause of the contract, or where no specific termination clause is included, written notice shall be provided no later than thirty (30) days before the expiration of the contract.

21. INDEMNITY

The contractor guarantees:

- A) To save the Town of Cumberland, its agents and employees, harmless from any liability imposed upon the Town of Cumberland arising from the negligence, either active or passive, of the contractor, as well as for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in the performance of the contract of which the contractor is not the patentee, assignee or licensee.
- B) To pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the Town of Cumberland and of the State of Rhode Island.
- C) That the equipment offered is standard new equipment, latest model of regular stock product with all parts regularly used with the type of equipment offered; also, that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice.

22. FORCE MAJEURE

All orders shall be filled by the contractor with reasonable promptness, but the contractor shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other acts not within the control of the contractor and which by the exercise of reasonable diligence, the contractor is unable to prevent.

Appendix C

EVALUATION CRITERIA FOR SENIOR CENTER RENOVATIONS BUILDING COMMITTEE

Project: Architectural Design Services for the Cumberland Senior Center.

Date of Evaluation: _____

Firm Name: _____

Evaluation Criteria to be Rated by Scorers

Category	Scoring Criteria	Maximum Points per Category	Score
Qualifications & Experience	General professional architectural experience	10	
	Experience with similar types of projects	10	
Performance Record of Firm	Evaluation of company references associated with projects of similar scope and services	10	
Project Understanding	Project approach	10	
	Design concept	20	
	Responses to Evaluation Phase items	20	
	Consideration of the history of the Monastery	10	
	Landscaping and façade recommendations	10	
		100 Total Score	

Selection Committee Member's Name: _____

Selection Committee Member's Signature: _____

Appendix D

TOWN OF CUMBERLAND

*CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND PTJER RESPONSIBILITY MATTERS –
PRIMARY COVERED TRANSACTIONS*



**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
- (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name _____

Date _____

By _____

Name and Title of Authorized Representative

Signature of Authorized Representative



INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Appendix C

EVALUATION CRITERIA FOR SENIOR CENTER RENOVATIONS BUILDING COMMITTEE

Project: Architectural Design Services for the Cumberland Senior Center.

Date of Evaluation: _____

Firm Name: _____

Evaluation Criteria to be Rated by Scorers

Category	Scoring Criteria	Maximum Points per Category	Score
Qualifications & Experience	General professional architectural experience	10	
	Experience with similar types of projects	10	
Performance Record of Firm	Evaluation of company references associated with projects of similar scope and services	10	
Project Understanding	Project approach	10	
	Design concept	20	
	Responses to Evaluation Phase items	20	
	Consideration of the history of the Monastery	10	
	Landscaping and façade recommendations	10	
		100 Total Score	

Selection Committee Member's Name: _____

Selection Committee Member's Signature: _____



BID SHEET

Town of Cumberland

RFP: Architectural Design Services for the Cumberland Senior Center

BID OPEN DATE 4/30/2020 @ 2:00 PM RFP #2020-0430-13

Bidder Name & Address	Bid Amount	Notes
REDA Tecton Architects		
John A Simonetti Architect 178 Summit Dr. Cranston, RI		
Union Studio 140 Union St. Providence, RI	446,576.00	

Bids Opened by: 

Certified by: _____



**ADVERTISEMENT FOR BIDS
TOWN OF CUMBERLAND, RHODE ISLAND
RFP # 2020-0430-13**

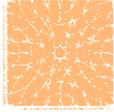
Architectural Design Services for the Cumberland Senior Center

The Town of Cumberland will accept sealed bids for the “**Architectural Design Services for the Cumberland Senior Center, RFP #2020-0430-13**” at the office of the Finance Director, Town Hall, 45 Broad Street, Cumberland, Rhode Island, 02864, no later than **2:00 PM on Thursday, April 30, 2020** at which time bids will be opened and read aloud publicly in the Town Council Chambers.

Reference is made to the formal Invitation to Bid for other bidding information and requirements. The Invitation to Bid may be obtained at the Town of Cumberland Finance Department Town Hall, Cumberland, Rhode Island during normal working hours. The Invitation to Bid will also be posted on the Town website at www.cumberlandri.org, and the RI State Purchasing website.

Questions regarding this bid shall be directed to Glenn Modica, at gmodica@cumberlandri.org.

Raymond A Chauvin
Finance Director



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June 9, 2020

Town of Cumberland
Senior Center Renovations Building Committee
Cumberland, RI 02864

RE: Proposal for Architectural Services: Cumberland Senior Center

Dear Members of the Building Committee,

We are excited about the opportunity to provide the architectural services outlined below and look forward to working with you on this Project.

For the purposes of the proposal, the parties to this Agreement are Cumberland Senior Center Renovations Building Committee, hereinafter called the "Owner", and Union Studio Architecture & Community Design, Inc., hereinafter called the "Architect", for the architectural services stipulated below.

PROJECT UNDERSTANDING

Based on our discussions at the bid interview meeting on 05/22/2020, we understand this Project to consist of the following major components:

A masterplan for renovations to the existing senior center building on the Cumberland Monastery site. Renovations are to focus on the building, including entry accessibility and the front portico area, but also take into consideration the surrounding site, including parking, connection to the existing gazebo, and landscaping. The Project will be a continuation of our RFP response submitted 04/30/2020 that included an overall design concept with associated cost breakdown.

Per our discussions, due to the limited budget for the project, the work scope will be primarily focused on the building itself rather than the site improvements.



SCOPE OF SERVICES

Schematic Design

1. Measure and document the exterior of the existing building and those portions of the interior intended to be renovated.
2. Model these measurements using BIM software (Revit).
3. Convene a design kick-off meeting with the Architect and the Ownership Team to review the overall goals and concepts of the project and outline the expectations of all parties.
4. Prepare up to two Schematic Design plan and elevation options based on the feedback from this meeting, and considering relevant building codes, life-safety codes, accessibility requirements, and sustainable building methods.
5. Convene a meeting to present the Schematic Design documents (in person or virtually) to the Architect to the Ownership Team and their stakeholders. Comments received will be incorporated into a single, consensus Schematic Design document that will be reviewed by the Ownership Team at a meeting (in person or virtually) before Design Development begins. If additional design iterations are requested, these can be provided as an Additional Service.
6. If outside consultants are required for specific design conditions, the consultants would be hired directly by the Owner or retained by the architect with owner's consent. Such consultants would include, but not be limited to the following: Landscape Architecture, Structural Engineering, Geotechnical engineering & Environmental Engineering and Testing.

Meetings: Three (3) meetings, including design presentation

Deliverables: Up to two (2) schematic design options that include: a site diagram of the immediate surrounding area, floor plans of the proposed schemes, exterior elevations with general material selections, and black and white shaded renderings. One (1) consensus schematic design option.

Design Development Phase

1. After the Ownership Team has approved the Schematic Design documents, the Architect will prepare Design Development documents that provide information at a level of detail considered to be 50% of Construction Document completion.



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2. Develop Outline Specifications to establish the materials and products that will be used throughout the project, to a level of detail considered to be 50% of Construction Document completion.
3. Architect will submit completed Design Development documents to the Ownership Team and convene a meeting for review and comment.

Meetings: One (1) Design Development Review meeting

Deliverables: At minimum, a site diagram of the immediate surrounding area, floor plans of the proposed schemes, exterior elevations with general material selections, and black and white shaded renderings, to a level considered to be 50% of Construction Document completion.

Construction Documents

1. After the Ownership Team has reviewed and approved the Design Development documents, the Architect will prepare Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for construction of the Project.
2. Submit 90% complete Review Documents to the Ownership Team for review and comment and convene a meeting for review and comment.
3. Incorporate the Ownership Team's comments into the final contract documents.

Meetings: One (1) Construction Documents Review meeting.

Deliverables: Drawings, details, and technical specifications suitable for pricing, permitting, and construction.

Procurement

1. The Architect will prepare responses to any questions regarding the bid documents and issue addenda, as necessary.
2. The Architect will assist the Construction Manager with the preparation of any necessary bid documents and the review of bids.
3. The Owner will assist in providing their required bidding documents for the Architect to include in the bid package.



- 4 The Architect agrees to provide minor changes and adjustments to the contract documents if the project is over budget and requires value engineering. Work beyond \$1,500 (approximately 10 hours of fee time) will be negotiated at that time.

Meetings: No meetings are included for this phase

Construction Administration

1. The Architect and our consultants will provide construction administration services in conformance with our professional services contract. This will include regular, every-two-week site meetings, submittal and shop drawing review, and ongoing project review as needed by the Construction Manager.

Meetings: Bi-weekly during the standard period of construction; six (6) meetings total

This outline of services reflects Architectural services only and does not include any additional consultants such as landscape Architect or structural engineer. Once the Schematic Design services are complete, should those services be necessary, the fee shall be negotiated as noted below under "Additional Services".

BASE FEE STRUCTURE

Based on the definition of the Project provided to date, our Fee is \$21,000.

Additional Services: If the Owner requires Additional Services by the Architect, or the Architect's employees or consultants are required by you or by circumstances beyond our control, the Architect will undertake such services in accordance with a written agreement signed by the parties setting forth a mutual understanding as to the change. In the absence of a mutual agreement in writing, the Architect will notify the Owner prior to providing Additional Services.

Unless otherwise agreed in writing, Additional Services will be compensated based on the time reasonably required by our personnel to perform such Additional Services, at the following hourly rates:



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UNION STUDIO 2020 BILLING RATE SCHEDULE

Principal	\$195 / hr
Senior Associate	\$170 / hr
Associate	\$150 / hr
Professional 2	\$125 / hr
Professional 1	\$110 / hr
Designer 2	\$100 / hr
Designer 1	\$80 / hr
Administrative	\$55 / hr

The foregoing hourly rates may be reasonably adjusted on a yearly basis in the ordinary course of business with the approval of the Owner, which approval shall not be unreasonably withheld.

PAYMENT

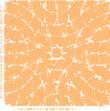
Our billings will be presented every 30 days and will be based on our progress in the following phases, in accordance with the following assigned percentages of the Total Fee:

Phase

Schematic Design	30%	\$ 6,300
Design Development	20%	\$ 4,200
Contract Documents	30%	\$ 6,300
Procurement	5%	\$ 1,050
Construction Administration	15%	\$ 3,150
TOTAL	100%	\$ 21,000

Data, accounts, and receipts reasonably substantiating the amounts invoiced will be provided at your request. In addition, payments on account of the Architect's invoices shall be made within 15 days after the Owner receives the invoice.

We hope that you will find this proposal to be acceptable and look forward to working with you on this Project. If the scope of Services and terms of this proposal as outlined herein are agreeable, please acknowledge and accept them with your signature below, as our authorization for us to proceed. Preparation of a more formal, American Institute of Architects (AIA) standard contract can follow at your



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convenience. We are ready to begin work on this Project upon your authorization; please see Appendix A for an outline project schedule.

If you have any questions or would like more information, please feel free to contact us at (401) 272-4724.

Very truly yours,

UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN, INC.

Douglas Kallfelz, AIA, LEED AP, CNU
Managing Principal

Acknowledged and accepted:

Name:

Title:

Date:



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UNION STUDIO STANDARD TERMS & CONDITIONS

GENERAL PROVISIONS

The services to be performed by Union Studio Architecture & Community Design (the "Architect") shall include any and all activities, services, efforts and actions required under this agreement, including those that are reasonably necessary to produce the deliverables required herein (the "Services"). The Services shall be completed in accordance with the requirements of this agreement. In addition, the Architect agrees to use its professional skill and judgment at all times to provide the Services in furtherance of your goals for the Project in terms of program, design, budget, time and quality. The Architect shall perform the Services expeditiously in accordance with the expertise, care and skill exercised by similarly credentialed professionals for projects of comparable size and complexity.

OWNER RESPONSIBILITIES

The Owner will furnish such surveys and reports that are known by the Owner to be in its possession, are directly relevant to the Services and are readily available to the Owner describing the existing conditions of the Project. The Owner makes no representations or warranties as to the accuracy of information that such surveys and reports may provide. The Architect may rely on such surveys and reports to the extent that it would be prudent to do so in the exercise of its professional judgment.

REIMBURSABLE EXPENSES

Reimbursable Expenses shall consist of the costs reasonably and necessarily incurred by the Architect and its employees in the proper performance of the Services, including but not limited to travel (billed at a per mile expense), postage or messenger service, expense of reproduction of drawings, specifications and other documents for Owner's use, Owner requested reproduction, photographic reproduction and expense of contracted renderings and models. For Reimbursable Expenses as described above, a multiple of 1.10 times the expenses incurred by the Architect, the Architect's employees and consultants in the interest of the Project shall be applied.

INSURANCE

The Architect shall maintain all forms of insurance required by law. The Architect shall also maintain insurance coverage for commercial general liability, errors and omissions, automobile liability and



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workers' compensation by a carrier that is satisfactory to the Owner and licensed in the State of Rhode Island. The Architect shall ensure that any and all subconsultants engaged or employed by the Architect will carry and maintain similar insurance, unless otherwise authorized in writing by the Owner. Upon request by the Owner, the Architect and its subconsultants shall submit proof of such insurance, naming the Owner as an additional insured (with the exception of workers' compensation and errors and omissions), before submittal of the first invoice and shall maintain such insurance in full force and effect until three (3) years past completion of the Project. The insurance policies shall incorporate a provision under which the carrier(s) will endeavor to give written notice to the Owner at least thirty (30) days prior to any cancellation, nonrenewal, or material modification of the policy(ies). The Owner and Architect waive all rights against each other and those for whom the other is responsible for any damage covered by insurance, and to the extent of actual recovery of insurance proceeds, excluding any applicable deductible amount(s).

TERMINATION AND SUSPENSION

Suspension: Either party may suspend or interrupt the Services in whole or in part for its convenience and without cause for such period as either party may require, upon not less than seven (7) days written notice, specifying the extent of the suspension, the effective date and, if known, the duration of the suspension.

Termination for Convenience: Either party may terminate this agreement in whole or in part for its convenience and without cause upon not less than seven (7) days written notice, specifying the extent of termination and the effective date. If the Owner terminates some or all of the Services for its convenience, the Architect shall receive compensation for Services performed as of the effective date of termination together with all Reimbursable Expenses properly incurred by the Architect as of the effective date of termination.

Termination for Cause: The Architect may terminate this agreement upon seven (7) days written notice in the event of a material breach of the terms of this agreement by the Owner, through no fault of the Architect, and provided such material breach is not corrected within said notice period. If the Architect terminates some or all of the Services for cause, the Architect shall receive, compensation for Services performed as of the effective date of termination together with all Reimbursable Expenses properly incurred by the Architect as of the effective date of termination. In addition, the Architect is entitled to all lost profits.



CLAIMS AND DISPUTE RESOLUTION

Claims: If a controversy or claim arises between the parties arising out of this agreement, prior to mediation or arbitration, the parties agree to convene a meeting of persons with decision-making authority to attempt in good faith to negotiate a resolution of the dispute. If, within thirty (30) days, the parties have not resolved the dispute, they agree to submit the dispute to mediation with a mutually acceptable dispute resolution administrator in accordance with the Construction Industry Mediation Rules of the American Arbitration Association then in effect.

Dispute Resolution: If mediation proves unsuccessful, all claims, disputes or other matters in question shall be decided by arbitration administered by a mutually acceptable dispute resolution administrator in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen, but in no event after the date when institution of legal proceedings would be barred by the applicable statute of limitation.

Limitation on Damages. The Owner expressly waives all rights, interest and claims against the Architect for indirect, incidental, special, punitive or consequential damages arising out of or relating to the Project.

MISCELLANEOUS PROVISIONS

Ownership of Deliverables. All documents including Drawings and Specifications furnished by the Architect pursuant to this agreement are instruments of the Services in respect to the Project. They are not intended or represented to be suitable for reuse by the Owner or others on extensions of the Project or on any other project. Use of any interim documents on such other projects or extension of this Project without a specific written verification or adoption by the Architect will be at the Owner's sole risk and without liability or legal exposure to the Architect. Any verification or adaptation by the Architect will entitle the Architect to further compensation at rates to be agreed upon by the Owner and Architect.



Town of Cumberland Routing Sheet for Legislation to Appear Before the Cumberland Town Council

Ordinance Resolution Relating to: AUTHORIZING AND EMPOWERING MAYOR JEFFREY MUTTER TO ENTER INTO A CONTRACT WITH UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN IN AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$21,000.00).

Author of Legislation: Kelley Morris Salvatore, Town Solicitor
Department: Solicitors Office

(1) This legislation has been approved, and the language is acceptable for publication, by Kelley Morris Salvatore, Town Solicitor

Signed: Kelley M Salvatore Date and Time: 6/12/2020 @ 8:15 AM

Please send an electronic copy of this legislation to Celeste Beauparlant-Legal Assistant Solicitor's Office when complete: cbeauparlant@cumberlandri.org & sgiovanelli@cumberlandri.org

(2) This legislation and all attached information, specifically all proposed funding sources, has been approved by R. CHAVIN of the Town Finance Department, certifying that all financial notes and other financial documentation has been attached.

Check if no Fiscal Note is required.

Signed: [Signature] Date and Time: 6/12 10:31 AM

(3) This legislation has been approved by J. Mutter of the Mayor's Office.

Signed: [Signature] Date and Time: 6/12/2020 1:42 PM
Mayor Jeffrey J. Mutter

(4) This legislation has been accepted for placement on the Town Council Agenda for the meeting to be held on June 11, 2020 by S. Giovanelli of the Town Clerk's Office. This authorization confirms that all four copies of the necessary document, including a copy in an electronic format, has been attached and signed by the designated department and has been received prior to the designated 3:30 p.m. deadline.

The Town Clerk's Office will issue a Legislation number.

Signed: S. Giovanelli Date and Time: 6/12/20 2:34 PM

This routing sheet must be completed in the order detailed above to ensure complete and timely acceptance for the next scheduled Town Council Meeting.

*Should a given piece of legislation prove to be extremely time sensitive, the Mayor's signature and only the Mayor's signature below authorizes said legislation to be exempt from the necessary route described above.

Jeffrey J. Mutter, Mayor