



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

**PROVIDENCE REDEVELOPMENT AGENCY**

**REQUEST FOR PROPOSALS:**

**FOR THE PURCHASE AND REDEVELOPMENT OF  
23 BAXTER STREET, PROVIDENCE, RI 02905  
*ASSESSOR'S PLAT 48 LOT 1052***

**SUBMISSIONS DUE BY: September 25, 2023**



## **OVERVIEW**

Through this Request for Proposal (RFP), The Providence Redevelopment Agency ("Agency") in an effort to redevelop the property commonly known as 23 Baxter Street, in Providence, Rhode Island located at Assessor's Plat 48 Lot 1052 as more fully described in Exhibit A attached hereto (the "Property"), seeks proposals for the purchase and redevelopment of said Property. The Agency serves as the responsible authority for the redevelopment of properties in its control in accordance with the Redevelopment Act of 1956, the Agency's By-Laws, the City of Providence Home Rule Charter, and the Providence Code of Ordinances, as amended.

## **BACKGROUND**

The site is a 1,459 SF lot in the R-3 zone and contains a derelict single-family home. The Agency is seeking an AS-IS WHERE-IS Sale. In evaluating proposals, the Agency will give particular consideration to educational and/or community-oriented uses (such as deed-restricted affordable housing).

## **MEETING WITH AGENCY STAFF**

The Agency may request that Respondents participate in one or more meetings with Agency staff and/or its consultants to discuss the proposal.

### **PROVIDENCE REDEVELOPMENT AGENCY**

444 Westminster Street Providence, Rhode Island 02903

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## PROPOSED TIMELINE

August 28, 2023	Request for Proposals Issued
September 11, 2023	Questions due by 3:00 p.m. All questions must be submitted by email to: ncicchitelli@providenceri.gov
September 25, 2023	Proposals Due by 3:00 p.m.
By October 4, 2023	Bid/Proposal Awarded.
Anticipated: By October 20, 2023	Execute Purchase & Sale Agreement.

## RESPONSE INSTRUCTIONS

### PROPOSALS MUST INCLUDE THE FOLLOWING:

- A cover letter addressed to the Agency that identifies the respondent (s) and contains the name, title, and contact information of the person who will be the primary contact for the bidder and to whom the Agency may direct questions regarding the response.
- A completed "Form of Bid" found of pages 8-9 of this document
- A summary describing the respondent's organization; its principals and managing members; its business services and experience in the area of rehabilitation of real assets. Identify similarly any subcontractors that the respondent proposes to use. References from a minimum of 3 organizations (public, private or non-profit) in which the respondent has provided similar experience including name, affiliation, and phone number of a point of contact.
- A list of litigation, including any Agency or City violations, if any, for the past five (5) years in which the respondent was involved, describing the outcome, regarding prior rehabilitation work performed by the bidder, or related to property owned or managed by the bidder.
- A proposal narrative which incorporates the elements contained in the scoring criteria section. In addition, the narrative must describe how the property will be used for a community benefit.
- A **Proposed Schedule** must clearly show proposed commencement, substantial completion, and final completion dates as prepared and submitted.

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**SUBMISSIONS:**

Proposals are requested **by 3:00pm on Monday, September 25<sup>th</sup>, 2023** and shall be submitted as following:

In writing in a sealed envelope clearly labeled with the above captioned **“23 Baxter RFP”** to:

**Joseph I. Mulligan III**  
***Executive Director***  
**Providence Redevelopment Agency**  
**Department of Planning & Development**  
**444 Westminster Street, Suite 3A**  
**Providence, RI 02903-3215**  
**(401) 680-8426**

**AND via EMAIL with “23 Baxter RFP” in the Subject line to:**

**Joseph I. Mulligan III, Executive Director, [jmulligan@providenceri.gov](mailto:jmulligan@providenceri.gov)**  
**AND Nicholas Cicchitelli, Director of Real Estate, [ncicchitelli@providenceri.gov](mailto:ncicchitelli@providenceri.gov)**

The Agency takes no responsibility for packages sent by mail or other means that cannot meet the deadline. Hand delivery is acceptable. The Agency may request additional documentation to assist in making its selection. Questions and communications to the Agency regarding this bid package should be addressed to, Nicholas Cicchitelli, Director of Real Estate, [ncicchitelli@providenceri.gov](mailto:ncicchitelli@providenceri.gov)

**DISCLAIMERS / DISCLOSURES / STATEMENT OF LIMITATIONS**

1. This RFP shall not be construed in any manner to create an obligation on the part of the Agency to enter into a contract for any project whatsoever, nor to implement any of the actions contemplated hereby, nor to serve as the basis for any claim whatsoever for reimbursement of costs for efforts expended in preparing a response hereto, regardless of whether the interested party is selected.
2. Purchase and Sales agreement will contain performance conditions, and a reverter clause.
3. The Agency shall retain and reserve the right to accept or reject any or all responses or proposals, or to enter into negotiations with the party deemed by the Agency to have submitted

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the most desirable proposal. The PRA reserves the right to reject without further review any responses that it deems to be incomplete or unresponsive. In the event that no acceptable redevelopment proposal is received from the public offering, the Agency may elect to hold the Property off the market pending the submission of a new public offering, or may enter into negotiations with any party offering an acceptable redevelopment proposal. The Agency reserves the right to take the Property off of the market if it appears that such action would be in the best interest of the PRA and the City of Providence.

4. This RFP, the submissions in response to it, and any relationship between the Agency and interested parties arising from the RFP are subject to the specific limitations, conditions and representations expressed in this RFP. Any questions regarding conflicts or apparent conflicts or other substantive matters arising during preparation of the proposal should be addressed to the Agency.
5. All materials submitted to the Agency may be “Public Records” and therefore, may be subject to public disclosure under the Rhode Island Access to Public Records Act, R.I. Gen. Laws §§ 38-2-1, *et seq* (“APRA”). In accordance with Section 38-2-2(4)(B) of APRA, “trade secrets and commercial or financial information obtained from a person, firm, or corporation which is of a privileged or confidential nature” are not deemed to be “public records.” Accordingly, the interested party responding to this RFP should clearly mark as “CONFIDENTIAL” any and all materials, including without limitation financial information, that the interested party considers to be subject to the “privileged or confidential” exception in R.I. Gen. Laws § 38-2-2(4)(B).
6. Every Interested Party must be familiar with the lobbying registration and disclosure requirements contained in Article XVI, Chapter 2 of the City’s Code of Ordinances. If applicable, Interested Parties must identify any individuals engaging in lobbying activities on its behalf with respect to the Agency.
7. The Agency is subject to the Code of Ethics of the City of Providence, contained in Sec. 17-33 of the Code of Ordinances, as well as the Rhode Island Code of Ethics in government, set forth in Sections 36-14-4 through 36-14-7 of the Rhode Island General Laws. Of particular relevance to the PRA’s consideration of responses to this RFP are the following two provisions of the State code:

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- a. A public official or employee may not participate in any matter in which he or she has an interest, financial or otherwise, direct or indirect, that is in substantial conflict with the proper discharge of his or her duties or employment in the public interest. R.I. Gen. Laws § 36-14-5(a).
- b. A substantial conflict of interest exists if an official or employee has reason to believe or expect that he or she, any person within his or her family, a business associate, an employer, or someone whom he or she represents will derive a direct monetary gain or suffer a direct monetary loss by reason of his or her official activity. R.I. Gen. Laws §36-14-7(a).

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## **ELIGIBILITY SCORING CRITERIA**

All proposals delivered to the Agency shall be initially reviewed to determine whether they are responsive or nonresponsive to the basic requisites of this Request for Proposals. Proposals that are determined by the Agency to be non-responsive or incomplete may be rejected.

### **TECHNICAL CRITERIA – UP TO 60 POINTS**

The Evaluation Committee will evaluate and rate all responsive proposals based on the evaluation criteria given below:

- Bidders must provide a scope of work detailing both interior and exterior work at the Property. The plans and specifications submitted with the scope of work must be complete, final, and compliant with building, code, and zoning laws.
- Bidders must provide an estimate of the total cost for all rehabilitation services to be provided by the bidder and/or its subcontractors, including an itemized cost for each category of work to be performed, with unit prices and/or allowances, where applicable to complete the scope of services proposed.
- Bidder must provide a detailed schedule for commencement and completion of the work.
- Bidder shall provide a pro forma for the redevelopment project and proof of funding commitments to complete the project.
- Intended use, with consideration given to educational, affordable housing and/or community-oriented uses.

### **PURCHASE PRICE CRITERIA – UP TO 40 POINTS**

Bidders should provide purchase price proposals in a separate sealed envelope accompanying bidder's technical and main proposal documents.

Price Proposals will be scored and ranked as follows:

- the bidder submitting the highest Purchase Price Proposal will be awarded the maximum number of points;

The Agency reserves the right to award the full contract to one bidder, split the award among more than one bidder, make partial awards based on number of properties bid, make no Award, and/or to re-release this request for proposals as it deems in the best interest of the Agency.

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**FORM OF BID**

**IN RESPONSE TO REQUEST FOR PROPOSALS FOR  
THE PURCHASE AND REDEVELOPMENT OF  
23 Baxter St PROVIDENCE, RI 02905  
ASSESSOR'S PLAT 48 LOT 1052**

**DATE:**

**TO: PROVIDENCE REDEVELOPMENT AGENCY  
c/o Joseph I. Mulligan, III, Executive Director  
444 Westminster Street, Suite 3A  
Providence, RI 02903**

**PROJECT: 23 Baxter St, Providence, RI 02905 AP 48 Lot 1052.**

**SUBMITTED BY:**

The undersigned, having examined the Property and having reviewed the Invitation to Bid, the Specifications and, all as attached to the Request for Proposals for the Property and incorporated herein by reference, hereby offers to undertake the work of the Firm on the aforesaid project as follows:

**PROPOSAL**

The undersigned hereby agrees, in addition to the aforesaid, to the following terms and conditions:

1. Time is of the essence.
2. That the Firm shall comply with all terms and conditions of the aforesaid Request for Proposals and Appendices attached thereto.
3. That the undersigned hereby offers to enter into a purchases and sales agreement as noted in the aforesaid documents for the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

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The undersigned further attaches any additional Bid Terms stating any and all **Time and Materials** for the Work, where applicable.

Firm must include its Bid both in written form and numerically in the spaces provided above.

Upon acceptance as successful bidder, we hereby agree to the requirements noted in the aforesaid Request for Proposals.

Respectfully submitted,

By: \_\_\_\_\_

Bidder Name

Title:

Dated: \_\_\_\_\_

**Federal ID No.**

**Firm Address:**

**Telephone No.:**

**Email Address:**

**Contact Person:**

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# EXHIBIT A

## LEGAL DESCRIPTION

**That certain tract or parcel of land with all the buildings and improvements thereon, situated on the westerly side of Baxter Street, in the City and County Providence, State of Rhode Island bounded and described as follows:**

**Beginning at point on the westerly side of Baxter Street seventy-eight and 14/100 (78.14) feet northerly from the northwesterly corner of Baxter Street and Potters Avenue, thence westerly bounding in part on land now or lately of Joseph T Varella, et ux and in part on land now or lately of Beatrice K. Papa eighty-seven and 92/100 (87.92) feet to land now or lately of Irving J. Fain; thence northerly bounding westerly in part on said Fain land and in part on land now or lately of Edmin A. Razza, et ux twenty-eight and 12/100 (28.12) feet; thence easterly bounding northerly on land now or lately of Edwin T. Scallon, et ux a distance of forty-four and 22/100 (44.22) feet to a point seventy-three and 44/100 (73.44) feet southerly from Reynolds Avenue; thence northerly bounding westerly on said Scallon land seventeen and 74/1000 (17.74) feet to a point fifty-five and 70/100 (55.70) feet southerly from Reynolds Avenue; thence easterly bounding northerly on land now or lately of Joseph F. Gladhill, et ux forty-four and 39/100 (44.39) feet to Baxter Street Fifty-Seven and 52/100 (57.52) feet southerly from the southeasterly corner of Reynolds Avenue and Baxter Street; thence southerly bounding easterly on said Baxter Street forty-four and 36/100 (44.36) fee to the point and place of beginning.**

**Meaning and intending to convey the same premises conveyed to this grantor by deed of Net Net, LLC< dated September 25, 2014 and recorded with the Land Evidence Records in the City of Providence at Book 10983, Page 137; and also by deed of Harbor Portfolio, LP dated October 31,2014 and recorded with the Land Evidence Records for the City of Providence at Book 10996, Page 314.**

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