



**Request For Proposal
For
Structural Feasibility Study
For
The Bridge on Main Project**

Date of RFP: August 12, 2024

Proposal Due Date: September 6, 2024

CRI Contact Information

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I. Introduction

Purpose of the RFP:

Career Resources, Inc. (CRI) is seeking proposals from qualified vendors to conduct a field investigation survey and report for existing structural conditions for the property located at 1085 Main Street. This report should identify areas of concern and any suspected areas for structural integrity; include an Existing Conditions and Recommendations Report with proposed structural remedies from the existing field conditions; and provide for a non-destructive field testing/visual inspection of the existing conditions of the property by a professional engineer and/or other consultants as necessary. This structural feasibility study is a critical piece towards the development of The Bridge on Main project, a groundbreaking initiative that will bring transformative change to the Bridgeport community's workforce and business sector, and significant economic benefits to Connecticut.

About CRI:

CRI is one of Connecticut's leading workforce development agencies, with documented expertise in meeting the needs of both jobseekers and employers. Founded in 1995 in Bridgeport, CRI serves communities across the state with a comprehensive array of workforce development programs to support youth and adults, many with significant barriers to employment, in obtaining the skills needed to enter the workforce and build a career pathway to economic self-sufficiency.

CRI's reputation as a statewide leader in workforce development has been built on its ability to build effective collaborations and partnerships across the state. The organization is a premiere service provider for the reentry population through programs and support services designed to assist returning citizens and other system-impacted individuals to successfully reintegrate into their communities and reduce recidivism.

2. Project Overview

Project Background:

CRI purchased the building located at 1085 Main Street in downtown Bridgeport in November 2022 and subsequently initiated a public/private partnership to renovate the building to launch The Bridge on Main, a workforce development collaborative resource center that will provide a comprehensive array of programs and wraparound services to support unemployed and underemployed low income residents of Bridgeport facing significant barriers to employment, including returning citizens and other system-impacted individuals. CRI will be joined by other program partners at The Bridge on Main. Utilizing an integrated service model, program teams will steward clients of The Bridge on Main towards steady employment and economic self-sufficiency, spurring economic growth across the region. The service model will include job readiness training and employment placement in conjunction with critical wraparound support services, including mental health services, substance use treatment, education, banking and financial literacy, housing assistance, and small business training.

In addition to the programs and services provided at The Bridge on Main, the building will include other features that will drive economic development in downtown Bridgeport. The facility will include a street level coffee shop that will become a preferred destination for business customers and downtown residents. The lower level of the facility will be outfitted for use as a venue space that can be rented for public and private meetings and community events. The Bridge on Main will also provide short-term workspace and conference room rental space for local businesses and entrepreneurs.

An overview of The Bridge on Main project is included in Appendix I of this RFP.

Objective of Study:

CRI has commissioned this study to determine the state of the building, as well as representative structural framing. The study must also report on the expected load carrying capacity of the building.

Scope of Work:

The scope of this study should include a complete analysis of the structural system of the building located at 1085 Main Street, and an assessment of the viability of the structure to meet the requirements for The Bridge on Main project. The report must address the topics outlined in Appendix II – Preliminary Engineering Report Requirements.

The scope of work should include, at a minimum:

1. A description of all mechanical/structural/engineering components involved in the project. Describe each of the project components in terms of dimensions, quantities, capacities, square footage etc.
2. Sketches of schematics showing the general layout and location of the existing site conditions and of the project component.
3. A feasibility analysis for the constructability of the project, including a review of the existing conditions and noting particular features, alignments, and events affecting construction of project components.
4. A reconciliation of all City records related to the building and their relevancy to this project.
5. Calculations of the load capacity of the existing building and how they relate to this project.

3. Proposal Requirements:

Contents:

Proposals should include the following sections:

- Executive Summary: Brief overview of the vendor's proposal and understanding of this project.

- **Company Profile:** Background information on the vendor, including experience and qualifications.
- **Methodology:** Detailed description of the proposed approach and methodology for conducting the study.
- **Project Plan:** Timeline, milestones, and deliverables
- **Team:** Information on the project team, including roles and responsibilities
- **Budget:** Detailed cost proposal, including any expenses and payment terms
- **References:** Contact information for at least three references from similar projects.

Submission Guidelines:

Proposals should be submitted via email in Word or PDF format. The deadline for submission is **September 6, 2024**. Questions regarding the proposal should be sent via email to Chris Landino (landino@careerresources.org) and Mary Murano (murano@careerresources.org) by August 30, 2024.

4. Evaluation Criteria

Criteria for Selection:

Proposals will be evaluated based on the following criteria: Understanding of the project objectives; quality and feasibility of the proposed methodology; relevant experience and qualifications of the vendor; quality of the program team; cost-effectiveness of the proposal; and references and past performance.

5. Project Timeline

RFP Schedule:

The timeline for the RFP process is as follows:

- RFP Issued: August 12
- Questions and clarifications deadline: August 30
- Proposal submission deadline: September 6
- Evaluation period: September 9 through September 20
- Vendor selection: September 23
- Project start date: September 30
- Project completion date: December 9

6. Terms and Conditions

Confidentiality:

All information provided in the proposals and during the evaluation process will be treated as confidential.

Right to Reject:

CRI reserves the right to reject any or all proposals, or to cancel the RFP at any time.

Contract Terms:

25% Retainer paid within 30 days of contract.

Final payment within 30 days of delivery of study

APPENDIX

I. The Bridge on Main Prospectus

II. Preliminary Engineering Report Requirements

Engineering Information

EDA is required to complete an engineering review for all construction and design projects before making an award. Form ED-900 and required forms have several questions related to requirements for construction and design applications. The following outline provides more detailed information on these requirements for the **Preliminary Engineering Report (PER)** in order to assist applicants in preparing their application.

Preliminary Engineering Report Requirements

A PER must include the following at a minimum to meet EDA's requirements for an application:

1. Description of Project components –Provide a general description of all project components involved in the project. Indicate where the project involves the construction of new facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage etc.
2. A statement verifying the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section A.2 of Form ED-900. Note: Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section B.2 of Form ED-900 will not be considered to be valid.
3. Sketches of schematics showing the general layout and location of the existing site conditions and of the project components as well as location of project beneficiary(s) identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and any other methods.
4. A feasibility analysis for the constructability of the project, including a review of the existing conditions and noting particular features, alignments, and events affecting construction of project components.
5. The proposed method of construction. Indicate whether construction procurement shall be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, by the applicant's own forces, or whether a third party construction manager will be used. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 CFR 305.6(a).
6. The number of construction contracts anticipated. If multiple contracts are proposed, provide a description of the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project

phasing request must be provided to EDA for approval per EDA's regulation at 13 CFR 305.9(a).

7. A current detailed construction cost estimate for each of the project components, showing quantities, unit prices, and total costs. Provide a basis for the determination of construction contingencies.
8. If the budget includes costs for real property acquisition, the applicant should include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.
9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, provide an explanation of any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.
10. An estimated project schedule, including the number of months for each of the following: (i) design period, (ii) period of time to obtain required permits; (iii) period of time to obtain any required easements of rights-of-way; (iv) solicitation of bids and awarding of contracts, and (v) construction period.