

# RESOLUTION OF THE CITY COUNCIL

No. 114

Approved March 11, 2021

RESOLVED, That the Members of the Providence City Council hereby Authorize Approval of the following Change Order Contract Award by the Board of Contract and Supply in accordance with Section 21-26(c) of the Code of Ordinances.

Torrado Architects  
(Public Property)

\$35,110.00

IN CITY COUNCIL

MAR 4 2021

READ AND PASSED

Sabrina Mateo  
PRES.

Kevin Kelly  
CLERK

I HEREBY APPROVE.

[Signature]  
Mayor

Date: 3/11/21

Office of the Internal Auditor  
City of Providence



February 9, 2021

Mr. Shawn Selleck  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Shawn:

I am writing to request that the following requested contract awards be submitted to the City Council and the Finance Committee for approval:

- **Public Property:**
  - Change order with **Torrado Architects** for community center renovations in the amount of **\$108,9761** in accordance with the Code of Ordinance, Section 21-26 (c);
  - Change order with **Torrado Architects** for fire station renovations in the amount of **\$35,110.00** in accordance with the Code of Ordinance, Section 21-26 (c).

Sincerely,

Gina M. Costa  
Internal Auditor

Cc: Brenda Almonte, Director of Public Property  
Alejandro Tirado, Associate Director of Purchasing  
James J. Lombardi, III, Treasurer/Senior Advisor to City Council



Jorge O. Elorza, Mayor

September 5, 2018

The Honorable Jorge O. Elorza  
Chairman, Board of Contract and Supply  
City Hall  
Providence RI 02903

RE: APPROVAL TO PIGGYBACK STATE MPA #494, TO CONTRACT WITH L.A. TORRADO ARCHITECTS TO DEVELOP THE DESIGNS FOR AND OVERSEE CONSTRUCTION OF UPGRADES AT FOUR (4) CITY OF PROVIDENCE BUILDINGS – DEPARTMENT OF PUBLIC PROPERTY

Dear Mayor Elorza:

In August 2018, The Department of Public Property solicited proposals for Architectural and Engineering Services, piggybacking off State MPA #494. RFPs were sent to ten MPA 494 vendors. Three (3) proposals were received. The lowest bid was received by L.A. Torrado Architects, Inc., for Comprehensive Design through Construction Administration for Upgrades to four (4) City buildings:

1. City Hall (Elevators), 25 Dorrance Street (CIP # 2.03)
2. Silver Lake Community Center, 529 Plainfield Street (CIP # 2.11)
3. Elmwood Community Center, 85 Atlantic Avenue (CIP # 2.29)
4. Joslin Recreation Center, 17 Hyatt Street (CIP # 2.33)

for a total amount of One Hundred Twenty One Thousand (\$121,000.00) Dollars.

Funds are available through Account Code #PPBA2017A.

Sincerely,

A handwritten signature in black ink, appearing to read "Al Buco".

Al Buco  
Acting Director of Public Property

DEPARTMENT OF PUBLIC PROPERTY  
Providence City Hall | 25 Dorrance Street, Room 407 | Providence, Rhode Island 02903  
401.680.5300 ph | 401.273.2114 fax  
[www.providenceri.gov](http://www.providenceri.gov)



Jorge O. Elorza, Mayor

**BID FORM 1: Bidders Blank**

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however **each item should be priced individually**. Do not group items. Awards may be made on the basis of **total bid** or by **individual items**.
5. All bids **MUST BE SIGNED IN INK**.

Name of Bidder (Firm or Individual): Torrado Architects

Contact Name: Luis A. Torrado

Business Address: 35 Greenwich Street Providence, RI 02907

Business Phone #: (401) 781-0633

Agrees to bid on (Items(s) to be bid): Architectural Design Services For Upgrades To Four (4) City Of Providence Buildings

If the bidder's company is based in a state *other than Rhode Island*, list name and contact information for a local agent for service of process that is *located within Rhode Island*: n/a

Please visit <http://www.naics.com/search/> and identify the NAICS Code(s) for items being bid on. Enter the NAICS code(s) here or in parentheses next to each item listed immediately above: 541310

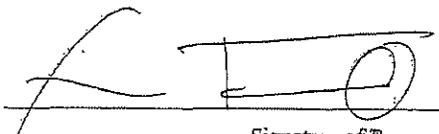
Delivery Date (when applicable): August 18, 2018

Name of Surety Company (if applicable): \_\_\_\_\_

Total Amount in Writing\*: One hundred twenty-one thousand dollars

Total Amount in Figures\*: \$121,000.00

*Use additional pages if necessary for additional bidding details.*

  
Signature of Representative

President  
Title

Title



Jorge O. Elorza, Mayor

**BID FORM 2: Certification of Bidder**  
(Non-Discrimination/Hiring)

Upon behalf of \_\_\_\_\_ (Firm or Individual Bidding),

I, Luis A. Torrado (Name of Person Making Certification),

being its President (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this 8 day of August 2018.

  
\_\_\_\_\_  
Signature of Representative

Luis A. Torrado  
\_\_\_\_\_  
Printed Name



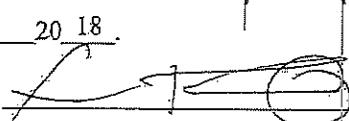
Jorge O. Elorza, Mayor

Certificate Regarding Public Records

Upon behalf of \_\_\_\_\_ (Firm or Individual Bidding),  
I, Luis A. Torrado (Name of Person Making Certification),  
being its President (Title or "Self"), hereby certify an  
understanding that:

1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City.
2. The Department of Public Property has made a conscious effort to request that sensitive/personal information be submitted directly to the department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating bids. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate bids.
4. If sensitive information that has not been requested is enclosed or if a bidder opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.

I affirm by signing below that I am duly authorized on behalf of Bidder, on  
this 8 day of August 2018.

  
\_\_\_\_\_  
Signature of Representative.

Luis A. Torrado

\_\_\_\_\_  
Printed Name



Jorge O. Elorza, Mayor

**MBE/WBE PARTICIPATION AFFIDAVIT**

Item Discussion (as seen on RFP):

Architectural Design Services for Upgrades to four (4) City of Providence Buildings

Prime Bidder: Torrado Architects

Prime Bidder (Company) Phone Number: (401) 781-0633

Prime Bidder (Company) Zip Code: 02907

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island?  MBE  WBE  Neither MBE nor WBE

**By initialing the following sections and signing the bottom of this document in my capacity as the contractor or an authorized representative of contractor, I make this Affidavit:**

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 *et seq.* of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value.  
The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value.  
The goal for combined MBE/WBE participation is 20% of the total bid value.

**I acknowledge the City of Providence's goals of supporting MBE/WBE certified businesses.** Initial LAT

If awarded the contract, I understand that my company must submit to the Minority and Women's Business Coordinator at the City of Providence (MBE/WBE Office), copies of all executed agreements with the subcontractor(s) being utilized to achieve the participation goals and other requirements of the RI General Laws. **I understand that these documents must be submitted prior to the issuance of a notice to proceed.** Initial LAT

**I understand that, if awarded the contract, my firm must submit to the MBE/WBE Office canceled checks and reports required by the MBE/WBE Office on a quarterly basis verifying payments to the subcontractors(s) utilized on the contract.** Initial LAT

If I am awarded this contract and find that I am unable to utilize the subcontractor(s) identified in my Statement of Intent, I understand that I must substitute another certified MBE and WBE firm(s) to meet the participation goals. **I understand that I may not make a substitution until I have obtained the written approval of the MBE/WBE Office.** Initial LAT

**If awarded this contract, I understand that authorized representatives of the City of Providence may examine the books, records and files of my firm from time to time, to the extent that such material is relevant to a determination of whether my firm is complying with the City's MBE/WBE participation requirements.** Initial LAT

I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

[Signature]  
Signature of Bidder

Luis A. Torrado, President  
Printed Name

Torrado Architects  
Company Name

8/8/18  
Date



Jorge O. Elorza, Mayor

**BIDS must be received by cob THURSDAY, AUGUST 16, 2018**  
 Proposals may be emailed to [Abuco@providenceri.gov](mailto:Abuco@providenceri.gov)  
 with copy to Lana Romano, [Lromano@providenceri.gov](mailto:Lromano@providenceri.gov),  
 or delivered to Al Buco, Acting Director, Department of Public Property,  
 Providence City Hall, Rm 407, 25 Dorrance Street, Providence, RI 02903

**BID PROPOSAL**

**Fees for Comprehensive Design through Construction Administration:**

	<u>In Figures</u>	<u>In Writing</u>
• City Hall:	\$ 35,000.00	Thirty-five thousand dollars
• Silver Lake Community Center:	\$ 20,000.00	Twenty thousand dollars
• Elmwood Community Center:	\$ 21,000.00	Twenty-one thousand dollars
• Joslin Recreation Center:	\$ 45,000.00	Forty-five thousand dollars
<b>Total Bid</b>	<b>\$ 121,000.00</b>	<b>One hundred twenty-one thousand dollars</b>

**SUPPLEMENTAL INFORMATION**

If the issuing department for this RFP determines that your firm's bid is best suited to accommodate their need, you will be asked to provide proof of the following prior to formalizing an award.

An inability to provide the outlined items at the request of the department may lead to the disqualification of your bid.

**You must be able to provide:**

- Business Tax ID will be requested after an award is approved
- Insurance Certificate



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1823-04  
DATE 09/23/2020  
PROJECT 1823

TO  
Al Buco  
Providence City Hall  
Department of Public Property  
Providence, RI 02903

Sent Via: [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
Email  
Mail

PROJECT: # 1823 Providence Community Centers		
Joslin Community Center - Additional Services		
Architectural, Civil, MEP - Original Change of Scope		\$39,000.00
Odeh Engineers - Inv. # 20-0419 \$5031.25		
Reimbursable Fee	10%	\$5,534.37
Odeh Engineers - Inv. # 20-0418 \$4,108.75		
Reimbrusable Fee	10%	\$4,519.62
Odeh Engineers - Inv. # 20-0417 \$2,493.75		
Reimbursable Fee	10%	\$2,743.12
PREVIOUS AMOUNT PAID		\$0.00
<b>TOTAL AMOUNT DUE</b>		<b>\$51,797.11</b>

\*\*\*Please see attached letter and invoices from Odeh Engineers for your reference

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*



**TORRADO**  
ARCHITECTS

35 Greenwich Street  
Providence, RI 02907  
www.torrado-architects.com

la.torrado@verizon.net  
t 401.781.0633  
f 401.781.0661

June 11, 2020

Al Buco  
Department of Public Property  
Providence City Hall  
25 Dorrance Street  
Providence, RI 02903

**Re:** Joslin Community Center Additional Work

Dear Mr. Buco

The following is our proposal to provide Architectural and Engineering Services for the above referenced project.

**Scope of Work**

The Scope of work is described in the attached document and shown on the attached preliminary drawings.

**Scope of Services**

The Scope of services involve Design Documents Phase, Construction Documents, Change Order Assessment and Construction Administration for Architectural, Mechanical, Electrical and Plumbing Engineering Services.

**Fee Proposal**

The expected cost magnitude of the additional construction work is \$350,000.00. Our bid/contracted fee for the overall project when applied to the expected additional construction cost equals \$39,000.00. Our proposed lump sum fee is \$39,000.00, it will be billed according to our contract.

If you have any questions, please do not hesitate to contact me.

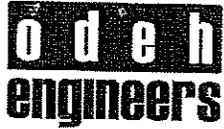
Sincerely,

Luis A. Torrado RA

President

Approved \_\_\_\_\_

Al Buco (Signature)



1223 Mineral Spring Avenue  
North Providence, RI 02904

# INVOICE

**Bill To:**  
L. A. Torrado Architects  
Chris Devine  
35 Greenwich Street  
Providence, RI 02907

**Invoice Number:** 20-0419  
**Date:** 9/22/2020

2020-00125

Joslin Rec Center - RTUs  
*PROGRESS INVOICE*

<b>Time-Based Billing</b>	<b>Time</b>	<b>Rate</b>	<b>Total</b>
Principal time rendered for Roof Top Unit	7.75 hours	\$275/hr	\$2,131.25
Engineer time rendered for Roof Top Unit	20 hours	\$145/hr	\$2,900.00

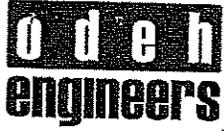
**Total New Charges This Invoice** \$5,031.25

*Project Invoicing Summary*

<b>Previously Invoiced</b>	<b>Payments To Date</b>	<b>New Charges This Invoice</b>	<b>Total Balance Now Due</b>
\$0.00	\$0.00	\$5,031.25	\$5,031.25

Tel: 401.724.1771

Fax: 401.724.1981



1223 Mineral Spring Avenue  
North Providence, RI 02904

# INVOICE

**Bill To:**  
L. A. Torrado Architects  
Luis Torrado  
35 Greenwich Street  
Providence, RI 02907

**Invoice Number:** 20-0418  
**Date:** 9/22/2020

2018-00188

Joslin Recreation Center

*PROGRESS INVOICE*

<b>Time-Based Billing</b>	<b>Time</b>	<b>Rate</b>	<b>Total</b>
Principal time rendered for New Canopy Design	1 hours	\$275/hr	\$275.00
Engineer time rendered for New Canopy Design	15.5 hours	\$145/hr	\$2,247.50

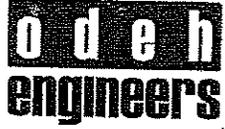
**Total New Charges This Invoice**      \$2,522.50

*Project Invoicing Summary*

<b>Previously Invoiced</b>	<b>Payments To Date</b>	<b>New Charges This Invoice</b>	<b>Total Balance Now Due</b>
\$6,586.25	\$5,000.00	\$2,522.50	\$4,108.75

Tel: 401.724.1771

Fax: 401.724.1981



1223 Mineral Spring Avenue  
North Providence, RI 02904

# INVOICE

**Bill To:**  
L. A. Torrado Architects  
Luis Torrado  
35 Greenwich Street  
Providence, RI 02907

**Invoice Number:** 20-0417  
**Date:** 9/22/2020

2018-00188			
Joslin Recreation Center			
<i>PROGRESS INVOICE</i>			
<b>Time-Based Billing</b>	<b>Time</b>	<b>Rate</b>	<b>Total</b>
Principal time rendered for Column and Beams at Connections	0.5 hours	\$275/hr	\$137.50
Engineer time rendered for Column and Beams at Connections	16.25 hours	\$145/hr	\$2,356.25
<b>Total New Charges This Invoice</b>			<b>\$2,493.75</b>

Tel: 401.724.1771  
Fax: 401.724.1981



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1812-03  
DATE 09/25/2020  
PROJECT 1812

**TO**

Al Buco  
Providence City Hall  
Department of Public Property  
25 Dorrance Street  
Providence, RI 02903

Sent Via:  
Email [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
Mail

Providence Fire Stations - Mount Pleasant		PROJECT: # 1812
<b>Additional Services</b>		
<b>Hourly Rates</b>		
Principal (L.A.T.) 4 hrs @ \$100.00	\$400.00	
Project Manager (A.A.) 20 hs @ \$95.00	\$1,900.00	
Project Designer (C.D.) 32 hrs @ \$80.00	\$2,560.00	
Project Designer (L.C.T.) 5 hrs @ \$80.00	\$400.00	
	<b>HOURLY TOTAL</b>	<b>\$5,260.00</b>
<b>AMOUNT COMPLETED</b>	100%	
	<b>PREVIOUS AMOUNT PAID</b>	<b>\$0.00</b>
	<b>TOTAL AMOUNT DUE</b>	<b>\$5,260.00</b>
	<b>PROJECT BALANCE</b>	<b>\$0.00</b>

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1823-05  
DATE 09/25/2020  
PROJECT. 1823

TO  
Al Buco  
Providence City Hall  
Department of Public Property  
25 Dorrance Street  
Providence, RI 02903

Sent Via:  
Email [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
Mail

Providence Community Centers - Joslin Rec Center		PROJECT: # 1823
Additional Services		
<u>Hourly Rates</u>		
Principal (L.A.T.) 4 hrs @ \$100.00	\$400.00	
Project Manager (C.D.) 201.5 hs @ \$95.00	\$19,142.50	
Project Designer (A.A.) 117 hrs @ \$80.00	\$9,360.00	
	<b>HOURLY TOTAL</b>	<b>\$28,902.50</b>
<b>AMOUNT COMPLETED</b>	100%	
	<b>PREVIOUS AMOUNT PAID</b>	<b>\$0.00</b>
	<b>TOTAL AMOUNT DUE</b>	<b>\$28,902.50</b>
	<b>PROJECT BALANCE</b>	<b>\$0.00</b>

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1823-03 REV 2  
DATE 03/23/2020  
PROJECT. 1823

**TO**  
Al Buco  
Providence City Hall  
Department of Public Property  
Providence, RI 02903

Sent Via: [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
Email  
Mail

**PROJECT: # 1823 Providence Community Centers Renovations**

Schematic Design, Design Development Phase, Construction Documents Phase, Procurement Phase Construction Phase	A&E FEE	% COMPLETE	CURRENT COMPLETE	PREVIOUS INVOICE PAID 80%	CURRENT AMOUNT DUE
Providence City Hall	\$ 35,000.00	90%	\$ 31,500.00	\$ 28,000.00	\$ 3,500.00
Silver Lake Community Center	\$ 20,000.00	100%	\$ 20,000.00	\$ 16,000.00	\$ 4,000.00
Elmwood Community Center	\$ 21,000.00	100%	\$ 21,000.00	\$ 16,800.00	\$ 4,200.00
Joslin Recreation Center (Additional Fee allocated)	\$ 45,000.00	100%	\$ 45,000.00	\$ 36,000.00	\$ 9,000.00
<b>TOTAL</b>	<b>\$ 121,000.00</b>				

PREVIOUS AMOUNT PAID \$96,800.00

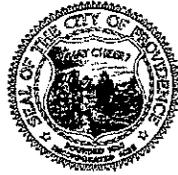
TOTAL AMOUNT DUE \$20,700.00

PROJECT BALANCE \$7,000.00

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*

Jorge O. Elorza  
Mayor



Brenda Almonte  
Director of Public Property

February 4, 2021

The Honorable Jorge O. Elorza  
Chairman, Board of Contract and Supply  
City Hall  
Providence, RI 02903

RE: Change Order to Fire Stations Renovation with Torrado Architects  
ID Number: 31043  
Original Award Date: June 25, 2018  
Original ID Number: 19426  
Minority Participation: 100% MBE, 0%WBE  
Account Codes: PPBA2017A

Dear Mayor Elorza,

The Department of Public Property respectfully requests change order with Torrado Architects, for Fire Stations Renovation in the amount of \$35,110, for Additional Architectural Services, for a revised contract amount of **\$115,610.00**.

Original Contract Amount:	\$ 80,500.00
<b>Change Order #1 (this request)</b>	<b>\$ 35,110.00</b>
Change Order #2	
Change Order #3	
<b>Final Contract Amount</b>	<b>\$ 115,610.00</b>

(Sheet with list of change orders is  or is **not**  attached)

Funds in the amount of \$35,110 are available in PPBA2017A Capital Fund Account, for CIP Line Item Number 2.22. A breakdown for this change order request is attached.

**Torrado Architects**  
35 Greenwich Street  
Providence, RI 02907

Respectfully Submitted,

\_\_\_\_\_  
Brenda Almonte, Director

\_\_\_\_\_  
Financial Approval:

DEPARTMENT OF PUBLIC PROPERTY  
Providence City Hall | 25 Dorrance Street, Room 407 | Providence, Rhode Island 02903  
401 680 5300 ph | 401 455 0475 fax  
www.providenceri.gov

Jorge O. Elorza  
Mayor



Brenda Almonte  
Director of Public Property

**Breakdown of Change Order #1 for Fire Stations Renovation - CIP 2017A**  
Torrado Architects – Additional Architectural Services

**Mt. Pleasant Fire Station - CIP Line Item # 2.22**

New Apron and Apparatus Slab	\$ 26,000.00 1812 ADD-01
Additional Services (Hourly Rates)	5,260.00 1812-03
Reimbursable Invoices – Emery Environmental	<u>3,850.00 1812-R14</u>
	<b><u>\$ 35,110.00</u></b>

DEPARTMENT OF PUBLIC PROPERTY  
Providence City Hall | 25 Dorrance Street, Room 407 | Providence, Rhode Island 02903  
401 680 5300 ph | 401 455 0475 fax  
[www.providenceri.gov](http://www.providenceri.gov)

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: June 25, 2018

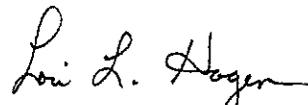
TO: Purchasing Director

SUBJECT: **APPROVAL TO PIGGYBACK THE STATE OF RHODE ISLAND MASTER PRICE AGREEMENT #494 WITH L.A. TORRADO ARCHITECTS FOR UPGRADES TO SEVEN (7) FIRE STATIONS AND THE FIRE REPAIR GARAGE – DEPARTMENT OF PUBLIC PROPERTY**

CONSIDERED BY: Board of Contract and Supply

DISPOSITION: VOTED: that the Purchasing Director hereby authorizes approval to Piggyback the State of Rhode Island Master Price Agreement #494, with L.A. Torrado Architects, for Architectural and Engineering Services for Comprehensive Design through Construction Administration, for upgrades to Seven (7) Fire Stations and the Fire Repair Garage, for a total amount not to exceed Eighty Thousand Five Hundred (\$80,500.00) Dollars, all in accordance with the request of Al Buco, Acting Director, in communication dated June 1, 2018.

cc: Pur.Dir.  
Contr.  
P. Property  
File

  
City Clerk



Jorge O. Elorza, Mayor

June 1, 2018

The Honorable Jorge O. Elorza  
Chairman, Board of Contract and Supply  
City Hall  
Providence RI 02903

RE: APPROVAL TO PIGGYBACK STATE MPA #494 FOR ARCHITECTURAL DESIGN SERVICES WITH L.A. TORRADO ARCHITECTS FOR UPGRADES TO SEVEN (7) FIRE STATIONS AND THE FIRE REPAIR GARAGE – DEPARTMENT OF PUBLIC PROPERTY

Dear Mayor Elorza:

In April 2018, The Department of Public Property solicited proposals for Architectural and Engineering Services for **Comprehensive Design through Construction Administration** for Upgrades to seven Fire Stations and the Fire Repair Garage, piggybacking off State MPA #494.

RFPs were sent to seven of the MPA 494 vendors; two proposals were received with the lowest bidder being Torrado Architects. Acting Director Buco respectfully requests approval to enter into an agreement with L.A. Torrado Architects for Comprehensive Design through Construction Administration for an amount not to exceed Eighty Thousand Five Hundred (\$80,500.00) Dollars.

CIP Item #s: 2.14, 2.17, 2.18, 2.20, 2.21 2.22, 2.24, 2.25

Funds: CIP Bond Funds

MBE: 100% (Registered RI MBE Vendor)

Sincerely,

A handwritten signature in black ink, appearing to read "Al Buco".

Al Buco  
Acting Director of Public Property

DEPARTMENT OF PUBLIC PROPERTY  
Providence City Hall | 25 Dorrance Street, Room 407 | Providence, Rhode Island 02903  
401 680 5300 ph | 401 273 2114 fax  
[www.providenceri.gov](http://www.providenceri.gov)



TORRADO  
ARCHITECTS

35 Greenwich Street      la.torrado@verizon.net  
Providence, RI 02907      t 401.781.0633  
www.torrado-architects.com      f 401.781.0661

April 27, 2018

Mr. Al Buco  
Department of Public Property, Room 407  
Providence City Hall  
25 Dorrance Street  
Providence, RI 02903

Re: *Request for Proposals for Architectural/Engineering Design Services  
Capital Improvement Plan in Accordance with MPA 494 CR45*

Dear Mr. Buco,

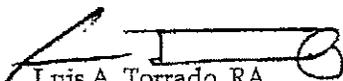
We are pleased to submit for your consideration our proposal to provide you with Architectural, Engineering, and Design services for the above referenced project. This proposal was prepared in accordance with the Request for Proposals, the addendum and mandatory pre-bid meeting. The following are our hourly rates per MPA:

<u>Title:</u>	<u>Hourly Rates:</u>
Principal	\$100
Project Manager	\$95
Project Architect	\$90
Designer	\$80
Arch./Eng. Tech.	\$60
Clerical	\$60

Our lump sum fee for the above referenced project is \$80,500.00 (Eighty thousand, five hundred dollars).

Thank you for your consideration.

Sincerely,

  
Luis A. Torrado, RA  
President

## F E E P R O P O S A L

Architectural/Engineering Design Services  
Providence Fire Departments – MPA 494

April 27<sup>th</sup>, 2018

This proposal is for the solicitation for architectural & engineering services for renovations to eight (8) Providence fire stations, per the RFP due April 27<sup>th</sup>, 2018 under the Master Price Agreement (MPA) #494. We agree to the terms set forth in this RFP, including all addenda, and under our MPA agreement. Hourly rates are attached. Our understanding of scope is as follows:

### SCOPE OF WORK:

#### **BRANCH AVENUE FIRE STATION** *10 Branch Avenue*

The primary scope will include repairs to the garage ceiling, replacement of the roof and gutter systems including the low slope membrane roof, and the specification of a smoke barrier system at the fire pole chutes. If funding allows, additional scope may include kitchen updates, exterior brick repointing, and replacement of the driveway/parking area at the rear of the building. The allotted budget by the City is \$160,000.

#### **ADMIRAL STREET FIRE STATION** *426 Admiral Street*

The primary scope will include remediation to the flooded basement, repairs/replacement of the stairs and landing at the garage, new garage doors, renovation of an existing bathroom to make into a Women's room, and the specification of a smoke barrier system at the fire pole chutes. If funding allows, additional scope may include window and door replacement. The allotted budget by the City is \$135,000 split between Admiral and the Repair Garage project.

#### **MESSER STREET FIRE STATION** *201 Messer Street*

The primary scope will include an addition of a Women's bathroom within a preexisting space. The allotted budget by the City is \$50,000.

#### **BROAD STREET FIRE STATION** *847 Broad Street*

The primary scope will include roof repairs and the specification of a smoke barrier system at the fire pole chutes. If funding allows, additional scope may include window replacement. The allotted budget by the City is \$135,000.

#### **FIRE DEPARTMENT REPAIR GARAGE** *382 Dexter Street*

The primary scope will include general roof repairs. The allotted budget by the City is \$135,000 split between Admiral and the Repair Garage project.

#### **MT. PLEASANT AVENUE FIRE STATION** *131 Mt. Pleasant Avenue*

The primary scope will include a structural assessment of the building with recommendations for repair and the addition of heat to the garage. If funding allows, additional scope may include window replacement, the addition of a Women's Bathroom within an existing space. Hazmat testing costs include only those areas identified as primary scope. Testing required for additional scope areas may inflict additional services. The allotted budget by the City is \$176,000.

150 Chestnut Street, Providence, RI 02903 • 401.861.1600 • Fax: 401.861.5588  
[nateg@brewsterthornton.com](mailto:nateg@brewsterthornton.com) • [www.brewsterthornton.com](http://www.brewsterthornton.com)



**HARTFORD AVENUE FIRE STATION 489 Hartford Avenue**

The primary scope will include a structural assessment of the building with recommendations for repair and the addition of heat to the garage. If funding allows, additional scope may include window replacement, the addition of a Women's Bathroom within an existing space. The allotted budget by the City is \$50,000.

**RESERVOIR AVENUE FIRE STATION 274 Reservoir Avenue**

The primary scope will include roof repairs, exterior painting, the replacement of the main skylight, and the specification of a smoke barrier system at the fire pole chutes. The allotted budget by the City is \$80,000.

**DESIGN SERVICES:**

**PROGRAMMING MEETINGS/CONCEPTUAL DESIGN \$14,000**

The programming phase shall consist of preliminary site investigation, including field verification of existing conditions by the design team. We will conduct two to three (2-3) programming meetings to review the scope of work for each building, project schedule, budget, deliverables, building access, and next steps. This meeting will be documented by BTGA through comprehensive minutes to identify decisions made to keep stakeholders in the loop and identify how the program was determined. Conceptual design will document the decisions made in the programming meetings in graphic format. These documents will be distributed after each meeting to confirm the scope of work discussed.

**SCHEMATIC DESIGN/DESIGN DEVELOPMENT \$24,000**

The Schematic Design Phase will develop the concept design scope into packages that will form the basis of the bid documents. We will project pricing, bid timing, and construct scheduling. This phase includes one (1) meeting with stakeholders. The Design Development Phase will add detail including product and color selection. This phase includes one (1) meeting with stakeholders. We will provide design scope documents for review and approval by the owner.

**CONSTRUCTION DOCUMENTS \$35,000**

On receiving approval to proceed with construction documents, the design team shall complete bid drawing packages for the selected work. Drawings and project specifications will be issued on completion of the phase for contractor bidding. We will attend up to (2) meetings for this phase.

**CONSTRUCTION ADMINISTRATION (INCLUDING CLOSEOUT/O&M OVERSIGHT) \$20,000**

During the construction administration phase, design team shall review and respond to contractor RFI's, site visits bi-weekly throughout the duration of construction, review and approval of contractor applications for payment, two (2) punch-list inspections, and review and approval of closeout documents.

**REIMBURSABLES \$500**

**TOTAL \$93,500**

150 Chestnut Street, Providence, RI 02903 • 401.861.1600 • Fax: 401.861.5588  
[nateg@brewsterthornton.com](mailto:nateg@brewsterthornton.com) • [www.brewsterthornton.com](http://www.brewsterthornton.com)





# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1812 ADD-01  
DATE 04/17/2020  
PROJECT 1812

**TO**  
Al Buco  
Providence City Hall  
Department of Public Property  
25 Dorrance Street  
Providence, RI 02903

Sent Via: [Abuco@providenceri.gov](mailto:Abuco@providenceri.gov)  
Email  
Mail

PROJECT: # 1812 Additional Services Providence Fire Station	
Mount Pleasant Ave. Fire Station New Apron and Apparatus Slab	
<b>TOTAL FEE</b>	<b>\$26,000.00</b>
<b>80% Completion</b>	<b>\$20,800.00</b>
<b>PREVIOUS AMOUNT PAID</b>	<b>\$0.00</b>
<b>CURRENT AMOUNT DUE</b>	<b>\$20,800.00</b>
<b>PROJECT BALANCE</b>	<b>\$5,200.00</b>

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

INVOICE NO. 1812-03  
DATE 09/25/2020  
PROJECT 1812

TO  
Al Buco  
Providence City Hall  
Department of Public Property  
25 Dorrance Street  
Providence, RI 02903

Sent Via:  
Email [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
Mail

Providence Fire Stations - Mount Pleasant Additional Services		PROJECT: # 1812
<u>Hourly Rates</u>		
Principal (L.A.T.) 4 hrs @ \$100.00	\$400.00	
Project Manager (A.A.) 20 hs @ \$95.00	\$1,900.00	
Project Designer (C.D.) 32 hrs @ \$80.00	\$2,560.00	
Project Designer (L.C.T.) 5 hrs @ \$80.00	\$400.00	
	<b>HOURLY TOTAL</b>	<b>\$5,260.00</b>
<b>AMOUNT COMPLETED</b>	100%	
	<b>PREVIOUS AMOUNT PAID</b>	<b>\$0.00</b>
	<b>TOTAL AMOUNT DUE</b>	<b>\$5,260.00</b>
	<b>PROJECT BALANCE</b>	<b>\$0.00</b>

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*



# INVOICE

## Torrado Architects

35 Greenwich Street  
Providence, RI 02907  
P: (401) 781-0633 | F: (401) 781-0661

**INVOICE NO.** 1812-R14  
**DATE** 06/29/2020  
**PROJECT.** 1812

**TO**  
Al Buco  
Providence City Hall  
Department of Public Property  
25 Dorrance Street  
Providence, RI 02903

**Sent Via:** [abuco@providenceri.gov](mailto:abuco@providenceri.gov)  
**Email**  
**Mail**

<b>PROJECT: # 1812 Providence Fire Stations</b>		
Mount Pleasant Fire Station		
Emery Environmental Associates Inv. # EEA20-018		
<b>TOTAL FEE</b>		<b>\$3,500.00</b>
<b>REIMBURSEMENT FEE</b>	10%	<b>\$350.00</b>
<b>PREVIOUS AMOUNT PAID</b>		<b>\$0.00</b>
	<b>TOTAL AMOUNT DUE</b>	<b>\$3,850.00</b>
	<b>PROJECT BALANCE</b>	<b>\$0.00</b>

*Make all checks payable to Torrado Architects.*

*THANK YOU FOR YOUR BUSINESS!*

