

RESOLUTION OF THE CITY COUNCIL

No. 80

Approved February 26, 2021

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

Bernabe Tennis Academy d/b/a
Providence Tennis
(Parks Department)

\$1,321,000.00 over a ten year lease

IN CITY COUNCIL

FEB 18 2021

READ AND PASSED

PRES.

CLERK

I HEREBY APPROVE.

Mayor

Date:
2/26/21

Office of the Internal Auditor
City of Providence



January 13, 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:

- **Parks Department:**
 - Award to **Bernabe Tennis Academy D/B/A/ Providence Tennis** for the management of the Todd Morsilli Tennis Academy for a revenue amount of **\$1,321,000.00** over a ten year lease in accordance with the Code of Ordinance, Section 21-26 (c);
- **Water Supply Board:**
 - Request approval to pay **Hilltop Securities Asset Management, LLC** for Arbitrage Rebate Compliance Services in an amount not to exceed **\$36,100.00** in accordance with the Code of Ordinance, Section 21-26 (b);
 - Approval of a change order to **Invoice Cloud** for electronic invoice presentation and online payment capabilities in the amount of **\$972,000.00** in accordance with the Code of Ordinance, Section 21-26 (d).

Sincerely,

Gina M. Costa

A handwritten signature in blue ink that reads "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
Brian Byrnes, Deputy Superintendent of Parks
Ricky Caruolo, General Manager, WSB



CITY OF PROVIDENCE

Jorge O. Elorza, Mayor

January 4, 2020

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

RE: Todd Morsilli Tennis Facility Management RFP

MinuteTraq ID#: 30114 Minority Participation: 0 % MBE , 0 % WBE

Account Code(s):

- 1. 658-658-45200 (Revenue Generating)

Dear Mayor Elorza,

DATE OF BID OPENING: December 7, 2020

RECOMMENDED BIDDER & THEIR ADDRESS:

- **Bernabe Tennis Academy, LLC., DBA Providence Tennis, 84 Savoy St., Providence, RI 02906**

TOTAL AMOUNT RECOMMENDED: Total amount not to exceed \$1,321,000.00 (Lease)

In response to our request for proposal regarding the above entitled, our department received the following bid(s)

	VENDOR NAME	BASE (minimum reqs.)	TOTAL (final specifications)
1	Bernabe Tennis Academy, DBA Providence Tennis	\$1,321,000.00	\$1,321,000.00
2	No Other Bidders		
3			

PROVIDENCE PARKS DEPARTMENT

1000 Elmwood Avenue, Providence, Rhode Island 02907

Phone: 401-785-9450 | Fax: 401-941-5920

www.providenceri.gov



CITY OF PROVIDENCE
Jorge O. Elorza, Mayor

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- On the basis of said bids, we recommend the low bidder, as identified on **LINE 1**, whose bid has met the specifications.
- On the basis of said bids, we recommend the bidder identified on **LINE: _____**. While not the apparent low bidder, a review of the bids reveal that it is in the best interest of the City to reject the low bidder. See the Explanation box below.
- On the basis of said bids, we recommend multiple bidders identified on **LINES: _____**. A review of the bids reveal that it is in the best interest of the City to utilize these bidders together. See the Explanation box below.

Explanation: If the second or third option above is selected, provide a detailed explanation here. Otherwise, delete this text.

Additional documentation to support the decision for this award is attached to this letter.

Respectfully submitted,

Brian F. Byrnes – Deputy Superintendent

Department Subject Matter Expert: **Brian F. Byrnes – Deputy Superintendent**

Financial Approval:

By signing, the subject matter expert certifies the following: That the recommended vendor(s) is/are the lowest, qualified bidder(s) with regards to the corresponding specifications. That all bids corresponding to this award were reviewed for completeness and that the recommended bidder's submission is inclusive of all required documents.

PROVIDENCE PARKS DEPARTMENT
1000 Elmwood Avenue, Providence, Rhode Island 02907
Phone: 401-785-9450 | Fax: 401-941-5920
www.providenceri.gov

Todd Morsilli Tennis Facility Operations

Budget : Revenue Generating
 Bid Date: 12/7/2020

Schedule Year	Calendar Year	Bid Form		PVD Tennis Proposed Capital Improvements	PVD Tennis Proposed bid for 12 Months Paid on July 1st Yearly	PVD Tennis Annual Facility Improvements Completed March 1st Yearly	Total Bid
		Minimum Cash bid for 6 months	Minimum Cash bid for 12 months				
1	2021	\$ 10,000.00	\$ 20,000.00	\$ 71,000.00	\$ 20,000.00	\$ 25,000.00	\$ 1,321,000.00 **
2	2022	\$ 10,000.00	\$ 20,000.00	\$ 650,000.00	\$ 20,000.00	\$ 25,000.00	
3	2023	\$ 10,000.00	\$ 20,000.00	\$ 125,000.00	\$ 20,000.00	\$ 25,000.00	
4	2024	\$ 11,000.00	\$ 20,000.00		\$ 20,000.00	\$ 25,000.00	
5	2025	\$ 12,000.00	\$ 20,000.00		\$ 20,000.00	\$ 25,000.00	
6	2026	\$ 13,000.00	\$ 21,000.00		\$ 25,000.00	\$ 25,000.00	
7	2027	\$ 13,000.00	\$ 22,000.00		\$ 25,000.00	\$ 25,000.00	
8	2028	\$ 14,000.00	\$ 23,000.00		\$ 25,000.00	\$ 25,000.00	
9	2029	\$ 15,000.00	\$ 24,000.00		\$ 25,000.00	\$ 25,000.00	
10	2030	\$ 15,000.00	\$ 25,000.00	\$ 846,000.00	\$ 225,000.00	\$ 250,000.00	

Five Year Extension - Proposed by Bidder

11	2031				\$ 25,000.00	\$ 25,000.00	\$ 1,571,000.00 ***
12	2032				\$ 25,000.00	\$ 25,000.00	
13	2033				\$ 25,000.00	\$ 25,000.00	
14	2034				\$ 25,000.00	\$ 25,000.00	
15	2035				\$ 25,000.00	\$ 25,000.00	
				15 Year Totals	\$ 350,000.00	\$ 375,000.00	
					\$ 125,000.00	\$ 250,000.00	

** The total amount of the bid includes lease payments totalling \$225,000.00 over (10) years; \$846,000.00 in Capital Improvements and \$250,000.00 in Annual Facility Improvements for a total over (10) years of \$1,321,000.00

*** The additional (5) years was proposed by the bidder and was rejected by the Parks Department - it was not requested

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: December 7, 2020
TO: Purchasing Director
SUBJECT: **TODD MORSILLI TENNIS FACILITY MANAGEMENT
RFP – DEPARTMENT OF PARKS**

CONSIDERED BY: Board of Contract and Supply

DISPOSITION: VOTED: that all bids be referred to the Purchasing
Director for tabulation.

Providence Tennis

cc: Pur. Dir.
File

Shawn Selleck

City Clerk



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

improvements, total lease term rental payments, and the quality of the operations and programs of the bidder.

Cash Rental Payments

As seen in Attachment A, the bidder shall frontload the capital improvement work during the Years 2-4 of the lease term. Cash payments shall be minimum bids shown year-by-year in Attachment A.

**ATTACHMENT
A**

**ROGER WILLIAMS PARK TODD MORSILLI TENNIS CENTRE
OPERATIONS BID SHEET**

Year	Proposed capital improvements	Minimum cash bid for 6 months	Minimum cash bid for 12 months	PROPOSED BID
1	\$71,000	\$10,000	\$20,000 \$20,000	
2	\$650,000	\$10,000	\$20,000 \$20,000	
3	\$125,000	\$10,000	\$20,000 \$20,000	
4		\$11,000	\$20,000 \$20,000	
5		\$12,000	\$20,000 \$20,000	
6		\$13,000	\$21,000 \$20,000	
7		\$13,000	\$22,000 \$25,000	
8		\$14,000	\$23,000 \$25,000	
9		\$15,000	\$24,000 \$25,000	\$846,000
10		\$15,000	\$25,000 \$25,000	\$375,000
TOTAL \$846,000 + \$25,000 (annual capital improvements) + \$25,000/cash year (11-15)				\$1,571,000
6-15 @ \$25,000/yr. \$250,000 1-5 @ \$20,000/yr. \$120,000 Total in Writing: <u>One Million Five Hundred Seventy One Thousand Dollars.</u>				

Company/Organization Name Bernabe Tennis Academy, DBA Providence Tennis Academy
 Notar Bernabe, owner / President
 Notar Bernabe
 Randi Stanley
 Notary Public, State of Rhode Island
 My Commission Expires October 13, 2024
 Notary # 759760
 12/3/2020

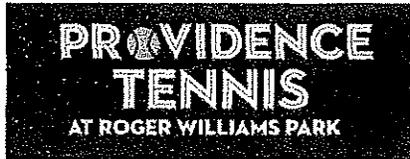


BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

Federal ID# or Social Security #: 45-2045700
Signature:
Title of Person signing: NESTOR BERNABE, Owner / President
Email address: NESTOR.TENNES@MATEL.COM
Address: 87 Saway Street Providence RI 02906
Phone #: 401-935-4336
Surety Company: N/A

12/3/2020

Randi Stanley
Notary Public, State of Rhode Island
My Commission Expires October 13, 2024
Notary # 759760

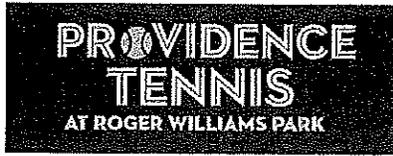


December 3, 2020

City of Providence
Board of Contract and Supply
Department of the City Clerk
City Hall, Room 311
25 Dorrance Street
Providence, Rhode Island 02903

RE: TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP

COPY



December 3, 2020

City of Providence
Board of Contract and Supply
Department of the City Clerk
City Hall, Room 311
25 Dorrance Street
Providence, Rhode Island 02903

RE: TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP

Dear Board of Contracts and Supply,

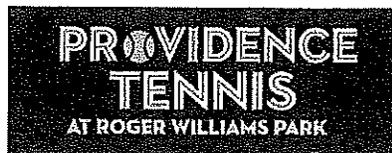
Thank you for taking the time to review this bid which Bernabe Tennis Academy, LCC DBA Providence Tennis Academy, is submitting in order to operate the Todd Morsilli Tennis Facility Management RFP. The experience gained by leading the Todd Morsilli Tennis Center in 2020 during a pandemic year was invaluable and gives Providence Tennis Academy a major advantage over any other proposal that might be submitted. I feel that I have a strong understanding of the needs of the community and hope to build on improvements made this past year in both programming and facilities development and management.

My goal is not simply to run the Todd Morsilli Tennis Center - it is to develop it into the premiere outdoor location for tennis in Rhode Island while making tennis accessible to and a vital part of the Providence community.

Best,

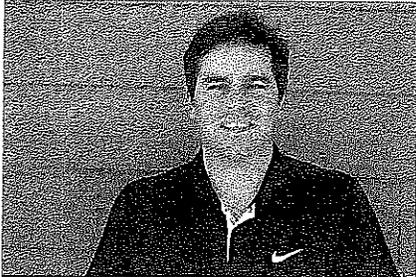
Nestor Bernabe
Providence Tennis Academy





GENERAL INFORMATION

FIRMS KEY MANAGEMENT AND PERSONNEL



NESTOR BERNABE, *Owner / President*
BERNABE TENNIS ACADEMY, LLC DBA PROVIDENCE TENNIS ACADEMY
Director of the ONE LOVE PROVIDENCE NON-PROFIT

NESTOR BERNABE is currently applying for MBE (MINORITY OR WOMEN BUSINESS ENTERPRISE)

Address: 84 SAVOY STREET, Providence RHODE ISLAND 02906
Mailing: P.O.BOX 603095, Providence RHODE ISLAND 02906
Phone: 401-935-4336
Email: nestortennis@gmail.com

NATIONAL AND INTERNATIONAL ASSOCIATIONS, CERTIFICATIONS AND MEMBERSHIPS (pages 17-18)

USPTA ELITE Professional-1 (2006)
USTA High Performance (2008)
USTA Sports Science (2008)
PTR Master of Tennis Performance (2012)
PTR Junior Development Professional U10 (2011) and 11-17 (2013)
iTPA Tennis Performance Trainer (TPT) Certified (2013)

ACCOMPLISHMENTS

Former ATP Ranked Singles and Doubles Professional from 2003-2007
NCAA All-American (2003)
USTA New England Board Member of Junior Team Tennis (2011-2015)
USTA New England Board Member of Tournament Committee (2015-2018)
USTA New England Board Member of Coaches Commission (2019-current)



AWARDS

2017 USPTA New England Pro of the Year
2013 PTR State Member of the Year
2012 USPTA New England Pro of the Year
2008 Sonoma State University Hall of Fame

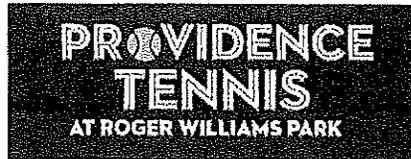
NUMBER OF YEARS IN BUSINESS

Nestor has run and operated the Providence Tennis Academy for the last twelve years. Upon arriving in Rhode Island in August 2008, Nestor began working with the state's elite players helping attain TEN Rhode Island High School State Singles titles (Alex Geremia 2008, Jesse Frieder 2010, Rebecca Curran 2009 and 2010 and Aleksandra Drjlara 2012 and Zack Johnson 2015, Julia Pezzuco 2016, Girls Singles Champion 2017, Candice Ballarin 2018 and 2020) and ELEVEN Rhode Island High School Players of the Year.

Nestor's experience has helped the tennis community in Rhode Island bring new levels of participation, enthusiasm, and competitiveness. In 2010, Nestor helped guide Jared Donaldson (Rhode Islander and former Top 50 ATP) to his next step in junior and professional tennis by organizing his journey to train in Buenos Aires, Argentina with his former coach Pablo Bianchi of the Bianchi Tennis Academy. Since the summer of 2010, Nestor has organized and coached the Providence Spartans USTA Under 14 Advanced Junior Team to TEN Rhode Island State Champions. The Providence Spartans completed the 2013 season as USTA National Runner-ups at the USTA National Junior Team Tennis Championships in Casy, South Carolina. The 2012 USTA New England Regional Finalist also reached the USTA National Junior Team Tennis Championships where they finished in 13th place. In 2011 the summer team qualified for USTA New England Sectional Championships and finished third.

EXPERIENCE RUNNING FACILITIES AND PROGRAMS IN URBAN AREAS

Providence Tennis had a great first year in 2020 in building the use of the Todd Morsilli Tennis Center not only through Junior Summer Camps but also by growing our adult play to new levels. We were also crucial to the USTA and UTR by hosting 15 tournaments (seven USTA New England events and eight UTR pro circuit prize money events) which over the course of the summer led to 671 players visiting the City of Providence, Roger Williams Park Todd Morsilli Tennis Center and local hotels and restaurants during our tournaments.



Before Providence Tennis

Nestor worked for two years as Assistant Junior Director, Summer Camp Director and a National Travel Coach at Solaris Tennis Club at the Stamford Indoor Tennis Academy. Training over 100 USTA New England sectional ranked players and 50 nationally ranked players as well as guiding THREE to ITF (International Tennis Federation) level rankings. Nestor spent three years as college Assistant Coach from 2008-2010 as the Brown Men's Tennis Assistant Coach where he was part of five All-Ivy Selections, one NCAA ranked singles player (Jonathon Pearlman) and four ranked NCAA doubles teams. As the recruiting coordinator, Nestor brought in one of Browns best classes in 2010 with a class ranked #21 in the country on tennisrecruiting.net. In 2013-2014 Nestor joined the Fairfield University as Assistant Coach for both men's and women's programs.

PRE-COACHING

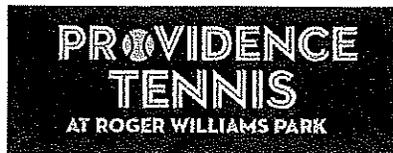
As a highly ranked junior and college player who earned NCAA All-American First Team in 2003, Nestor was named to the Sonoma State University Hall of Fame in 2008. After graduating from college, he played on tour for four years earning both ATP singles and doubles rankings from 2003-2007. At the 2004 U.S. Open, Nestor was practice partner for Justine Henin, an eight time Grand Slam Champion and 2004 Athens Gold Medalist).

COACHING EDUCATION

Currently a USPTA, PTR and iTPA Member, Nestor has also completed the USTA High Performance and USTA Sports Science Programs as well as completing the PTR Master of Tennis Performance Program. He serves on several USTA and USPTA boards and committees and is the USPTA State President and PTR State Representative for the State of Rhode Island.

MEMBERSHIPS

We had a great first year building upon the previous membership at the Todd Morsilli Tennis Center. Providence Tennis Academy, which for the past ten years has used the courts at Classical High School, Nathan Bishop Middle School and St. Andrew's, finally had a real home. We filled our Junior Summer Camps to capacity, while also working within the constraints of a pandemic and keeping participants both safe and healthy. One of our main membership goals going forward will be to take and grow our adult play to new levels. Adult leagues were cancelled by the USTA due to the pandemic and will be something that adult members will be looking forward to in 2021. We ended our first season with 34 senior members (age 60+) and 89 Adult members (age 18-59). Our goal is to grow our membership by 10% annually or reaching 250 members by the end of our RFP.



EVENTS

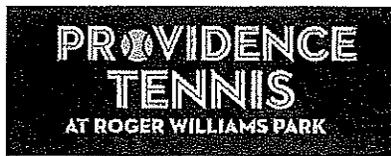
As mentioned earlier, the Todd Morsilli Tennis Center hosted 15 tournaments over the course of the summer this past year. Our goal for 2021 is to add an additional TWELVE USTA tournaments and SIX more UTR Prize Money Events, giving us a total of 33 competition events throughout the Summer of 2021. We have requested to host the USTA Adults Teams State Championships which were cancelled in 2020 due to the pandemic. A major addition will be bringing back the USTA NEW ENGLAND NATIONAL CLAY COURTS LEVEL 4 after a 15-year hiatus. This will definitely be the pinnacle of our 2021 Schedule of Events.

COMMUNITY OUTREACH PROGRAMS

We are in the process of a newly-formed **ONE LOVE PROVIDENCE** 501(C)3 non for profit organization that will bring the necessary funds and support to the youth of Providence in the form of racquet sports and after school education / tutoring. We hope to have this ready to serve the community by April 2021 by obtaining funds from various grants and donations. This will be one of the new programs that we install to help young children of Rhode Island learn the sports of tennis and pickleball and get that much needed educational support that many kids need.



Providence Tennis under the lights!
With the support of **Keep It Outside Grant** we used our funds to rent three light stations for the month of October to help local players play outdoor tennis for the first time in the history of the Todd Morsilli Tennis Center. **MORE ON PAGE 24.**



CAPITAL PROJECTS PROPOSED

Starting in March 2021, we plan to commit \$71,000 in Phase 1 of capital improvements. This will add PICKLEBALL, the third largest growing sport in America and give the City of Providence **FOUR** newly built courts on a small portion of the existing parking lot (six spaces) of the Todd Morsilli Tennis Center. Currently there are only two painted pickleball courts in Providence at Nathan Bishop Middle School which are on old asphalt and have a cracked surface that makes them very unsafe. The City of Providence does not have any pickleball-only courts and we plan to complete these within the first few weeks of the Spring and be ready for play on May 1, 2021.

We also plan on adding security to the Todd Morsilli Tennis Center by adding 230 new feet of fencing to match the existing tennis courts and to protect the new pickleball courts. This will add an additional 8,500 square feet to the exciting facility. With the new fencing we will be building and adding a **NEW** entrance gate with stone columns to match those that are at the front entrances of the Roger Williams Park. We also plan to add a new security gate at the front of the tennis parking lot matching the one at the Zoo. The new face of the Todd Morsilli Tennis Center will keep it both cleaner and more safe by preventing access to the parking lot after hours.

The need for renovating the restrooms is a **MUST** and next spring (March 2021) we plan to renovate the tennis restrooms at the baseball commons. This was the foremost request by the tennis community this past summer. Our estimate for Phase One (Spring 2021) capital improvements total **\$71,000** (Pickleball, \$40,000, Entrance gate/columns, \$7,000, New fencing, \$13,700, restore restrooms, \$3,000 and parking gate, \$7,000). Phase Two (Fall 2021) would involve adding a four court foundation **\$200,000** for a non-permanent bubble would cost **\$450,000**. Phase Three (Spring 2022) we would like to expand and build an office space, changing rooms, lounge and a second story viewing deck next to Court 1 built for **\$125,000**. This would bring our committed capital improvements to **\$796,000** by the start of Spring 2022.

We believe our year round annual rent proposal for the following **FIFTEEN** (option of **FIVE** additional after year ten) years starting January 2021 of **\$350,000** and our total commitment to capital improvements of **\$846,000** as well as the facility improvements of **\$375,000** are significantly above the minimum cash bids requested by the City of Providence. Our commitment to this agreement with City of Providence and the Roger Willams Park Todd Morsilli Tennis Center will give all parties The City of Providence, Roger Willams Park and Providence Tennis a long term commitment.

Our total commitment in the Todd Morsilli Tennis Center RFP is a total of \$1,571,000.

**PROVIDENCE
TENNIS
AT ROGER WILLIAMS PARK**

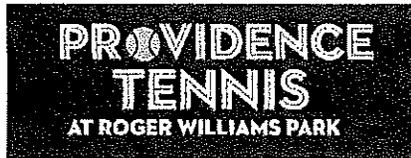
**SCHEDULE OF CAPITAL IMPROVEMENTS PHASES AND START-UP
SCHEDULE AFTER CONTRACT AGREEMENT**

**Phase 1, MARCH 2021: PICKLEBALL Courts and perimeter fencing,
Parking and Entrance GATES and Restrooms renovations**

Our estimate for Phase One (Spring 2021) capital improvements totals \$71,000



- Adding **FOUR** newly built **PICKLEBALL** courts to start operating May 1, 2021 cost \$40,000
- Adding 230 new feet of fencing cost \$13,700
- Adding an additional 8,500 square feet to the exciting facility
- **NEW** entrance gate with matching park columns cost \$7,000
- Renovating the restrooms cost \$3,000
- Parking gate with columns, cost \$7,000



Phase 2, September 2021: BUBBLE and FOUNDATION

Our estimate for Phase Two (Fall 2021) capital improvements totals **\$650,000**

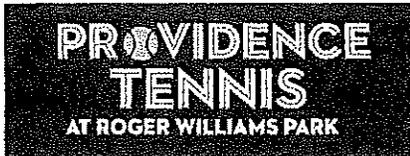
- Construction of FOUR COURT FOUNDATION cost of \$200,000
- NON-PERMANENT BUBBLE cost of \$450,000 to start operating OCTOBER 15, 2021



CAPITAL PROJECTS PROPOSED PHASE 2: NON-PERMANENT BUBBLEz

Our long term vision for the Todd Morsilli Tennis Center and our outlined facilities improvement projects will convert this season facility to a year round facility. The Todd Morsilli Tennis Center has a massive year round value to the community and Roger Williams Park that we envision Providence Tennis leading the way for many decades to come. We want to serve the City of Providence in a much need both financial (annual rent) as well as running the Todd Morsilli Tennis Center to new levels. The proposed non-permanent structure project will add the only public indoor tennis courts in the City of Providence. We estimated the cost of this project to be **\$650,000** (\$200,000 for the foundation and \$450,000 for the bubble). The timeline of this bubble is an agreement with the Board of Contract and Supply in the TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP. Providence Tennis has been organizing the funding of the bubble and foundation throughout the last three month. The commitment by the City of Providence will begin our ordering of the Bubble as the date of delivery is 14-16 weeks after commitment and in time for the start of our Fall Session in October 2021.

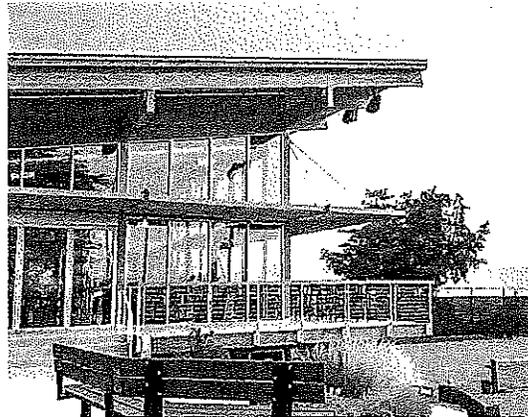
The addition of the bubble will provide the Providence Tennis Academy a permanent indoor facility to operate annually from October 15 - April 15. This would provide a year round location for our the Providence Tennis Academy, Racquet Scholars Non-Profit Youth Program, our Adult membership players and USTA and UTR Competition. It will also benefit local restaurants, hotels and shopping by keeping the visiting families and local families in the City of Providence and not at local areas that currently have indoor courts such as Smithfield, East Providence, Riverside/Seekonk, Warwick and Newport.



Phase 3, Spring 2022: OFFICE/RECEPTION and LOUNGE AREA

Our estimate for Phase Three (Spring 2022) capital improvements totals **\$125,000**

- Construction of an 20x80 office space, changing rooms, lounge and a second story viewing deck next to Court 1 start operating **OCTOBER 15, 2021** cost **\$125,000**



SCHEDULE OF ANNUAL FACILITIES IMPROVEMENTS

Total facility improvements commitment over the term of this lease agreement will be **\$250,000**.

- Annual Facility Improvements will have an annual commitment of **\$25,000** for clay court resurfacing **EVERY SPRING** (mid/late **MARCH**) which is mandatory once a year for the clay courts which Todd Morsilli Tennis Center has. This covers the materials and maintenance of the courts and is done by a local company **JOYCE CONSTRUCTION, LCC** out of North Kingstown. They have been apart of the Todd Morsilli Tennis Center for over two decades.

HOURS OF OPERATION

Monday-Friday, 7:00am - 9:00pm

Saturday-Sunday, 7:00am - 7:00pm

Providence Tennis runs FOUR SEASONS

Fall, 12 weeks (September - December)

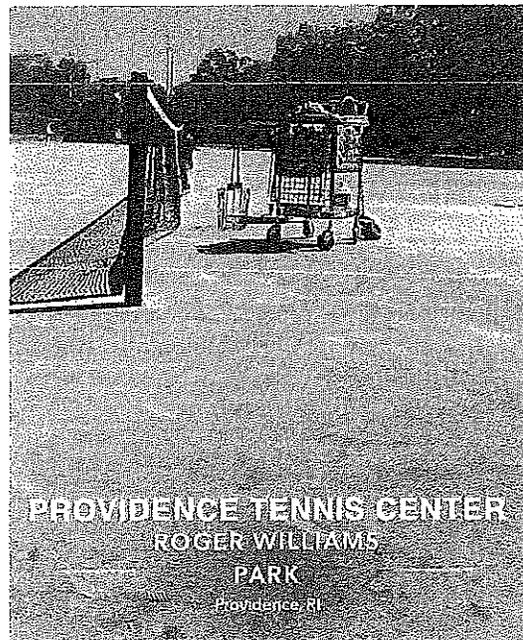
Winter, 14 weeks (January - Mid April)

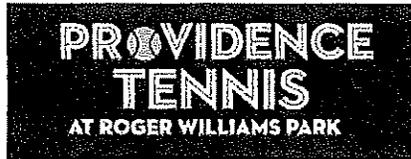
Spring, 10 Weeks (Mid-April - Mid -June)

Summer, 12 weeks (June - August)

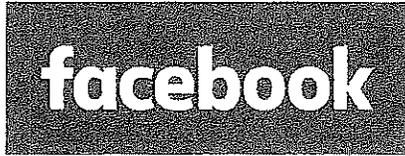
Program Closed Dates

- Thanksgiving Week (Wednesday-Friday)
- December 24-January 1
- March 20-30
- Public School April Spring Break Week





PRELIMINARY MARKETING PLAN



Instagram

PROVIDENCE
Journal



- AFTER CONTRACT AGREEMENT we will communicate to our faithful and eagerly waiting clientele that the Providence Tennis Academy and the City of Providence have agreed to a long term commitment.
- We will keep our emails and communications with our Members through our two platforms of Tennis Connect and Tennis Reserve software.
- Full update on our www.ProvidenceTennis.com website
- Full news media outreach as soon as we have agreed to a long term commitment by social, paper and advertising media.
- Our presence is on major social media platforms:
 - Facebook (<https://www.facebook.com/ProvidenceTennisAcademy>)
 - Twitter (<https://twitter.com/providencetenn1>)
 - Instagram (<https://www.instagram.com/providencetennis/>)

CREDIT AND/OR BANKING REFERENCES

Bernabe Tennis Academy, LCC DBA Providence Tennis Academy has been banking at BANK OF AMERICA located at 814 Hope Street, Providence, Rhode Island 02906 since June 2010.

Bernabe Tennis Academy, LCC DBA Providence Tennis Academy has a credit cards with BANK OF AMERICA and CAPITAL ONE.

Bernabe Tennis Academy DBA Providence Tennis Academy current credit score is over 800.

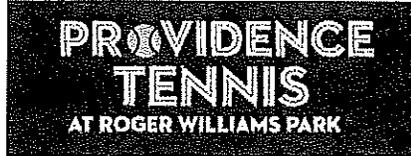
LITIGATION

Description of litigation, if any, in the last five years or currently pending: **NOT APPLICABLE**

RHODE ISLAND TAX DIVISION

(SEE ATTACHMENTS)

We have verify that we are in good standing with Rhode Island Tax Division



State of Rhode Island
Department of State | Office of the Secretary of State
Nellie M. Gorbea, Secretary of State

CERTIFICATE OF GOOD STANDING

I, Nellie M. Gorbea, Secretary of State and custodian of the seal and corporate records of the State of Rhode Island, hereby certify that:

BERNABE TENNIS ACADEMY, LLC

is a Rhode Island Limited Liability Company organized on **April 28, 2011.**

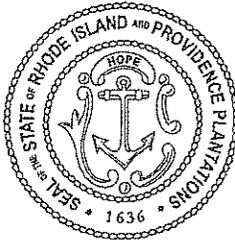
I further certify that revocation proceedings are not pending; articles of dissolution have not been filed; all annual reports are of record and the company is active and in good standing with this office.

This certificate is not to be considered as a notice of the company's tax status, financial condition or business practices; such information is not available from this office.

SIGNED and SEALED on

October 15, 2020

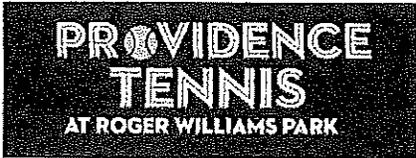
Secretary of State



Certificate Number: 20100061330

Verify this Certificate at: <http://business.sos.ri.gov/CorpWeb/Certificates/Verify.aspx>

Processed by: dantonelli



**State of Rhode Island
Office of the Secretary of State**

Division Of Business Services
148 W. River Street
Providence RI 02904-2615
(401) 222-3040

Certificate Request Form

Request Information

ID	ENTITY NAME	CERTIFICATE TYPE
000654812	BERNABE TENNIS ACADEMY, LLC	Certificate of Good Standing

Filer's Contact Information

(Enter a contact name, mailing address and email.)

Contact Name: Nestor Bernabe

Business Name:

No. and Street: 84 SAVOY STREET

City or Town: Providence

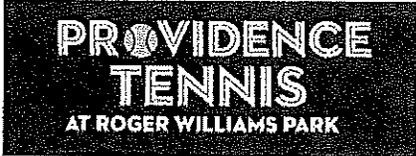
State: RI

Zip: 02906

Country: USA

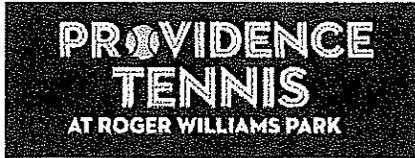
Contact Phone: 4019354336 ext:

Contact Email: NestorTennis@gmail.com



**TODD MORSILLI TENNIS FACILITY OPERATIONS BID SHEET
(PAGE 28 of RFP)**

		Proposed Capital Improvements	Annual Facility Improvements	Proposed Cash BID	TOTALS
Year	Year		EVERY March 15	Paid on July 1	
1	2021	\$71,000	\$25,000	\$20,000	\$120,000
2	2022	\$650,000	\$25,000	\$20,000	\$695,000
3	2023	\$125,000	\$25,000	\$20,000	\$170,000
4	2024		\$25,000	\$20,000	\$50,000
5	2025		\$25,000	\$20,000	\$45,000
6	2026		\$25,000	\$25,000	\$45,000
7	2027		\$25,000	\$25,000	\$45,000
8	2028		\$25,000	\$25,000	\$45,000
9	2029		\$25,000	\$25,000	\$45,000
10	2030		\$25,000	\$25,000	\$45,000
11	2031		\$25,000	\$25,000	\$45,000
12	2032		\$25,000	\$25,000	\$45,000
13	2033		\$25,000	\$25,000	\$45,000
14	2034		\$25,000	\$25,000	\$45,000
15	2035		\$25,000	\$25,000	\$45,000
TOTALS	TOTALS	\$846,000	\$375,000	\$350,000	\$1,571,000



SONOMA STATE UNIVERSITY
BACHELOR OF ARTS CLASS OF 2003

Sonoma State University
The Trustees of

The California State University

on recommendation of the Faculty have conferred upon

Nestor Hugo Bernabe

the degree of

Bachelor of Arts

in American Multicultural Studies

with all the rights and privileges pertaining thereto.

Given this fourteenth day of December, two thousand and three.



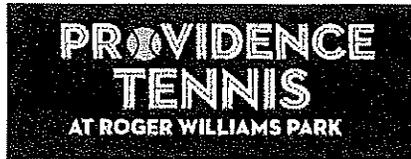
Tracy Davis
Governor of California and President of the Trustees

Charles B. Reed
Chancellor of The California State University



Debra S. Fara
Chieft of the Board of Trustees

Thomas
President of the University



ONE LOVE PROGRAM, 2002

Summer 2002: Bernabe Creates One Love Tennis Academy

LESSONS COME WITH LOVE OF TENNIS

Published on August 13, 2002

© 2002- The Press Democrat

BYLINE: BRUCE MEADOWS

THE PRESS DEMOCRAT

PAGE: C5

Nestor Bernabe has spent much of his young life on the tennis court.

Now he's trying to find kids who want to do the same. "If it wasn't for tennis, I never would have gone to college," said the 22-year-old Bernabe, an SSU student who will return to play No. 1 for the Seawolves in the coming year. "I might not have made it out of high school."

Bernabe, who was born in Argentina, graduated from Montgomery High in 1998 after playing No. 1 for the Vikings for four years. His prep record was 73-2, but his record in the classroom was no match. It wasn't until his senior year that he was diagnosed with attention deficit disorder and dyslexia. "You can't focus, you're real jumpy, and in school, it's tough staying on the subject," said John Teran, a friend of Nestor's who suffers from the same ailment.

Bernabe and Teran have joined forces to create the One Love Tennis Academy, which is offering free "Lessons in the Park" this summer. Bernabe, who has had a racket in his hand since he was 2, came up with the "One Love" teaching concept. The 35-year-old Teran, a real estate investor who grew up in the parks and rec tennis programs in New York, said he always wanted to be in a situation to provide free tennis lessons to kids who might otherwise not get the opportunity.

"It's just a name I thought of," said Bernabe. "Most of us have one love and we work to achieve it ... our love is tennis."

"Lessons in the Park" offers instruction from Bernabe and Teran, with SSU grad Amber Kalcic helping on the administrative end. They started offering free lessons July 29, with the program running through Aug. 21.

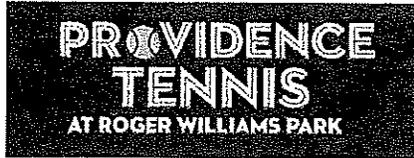
Free instruction for boys and girls ages 6-16 is available Mondays and Wednesdays at Finley Community Center in Santa Rosa (8-9:30 a.m.), Brook Haven Middle School in Sebastopol (10:30-noon) and "A Park" in Rohnert Park (1:30-3 p.m.).

"We only had a few kids the first day in Rohnert Park," said Bernabe. So he and Teran, hustled around putting up flyers to publicize the lessons. "But by the third day we had 40 kids." Last week the number was up to 53. Now the group at the three locations has gone over 100, many of the students from economic situations that do not include the opportunity for something like tennis lessons.

"Probably 80 percent of the kids we get are from working lower-income homes," said Teran. "Some of these kids can't afford shoelaces, let alone tennis equipment."

Bernabe was in school but not playing tennis last year. He tried his luck with the USA Futures Tour and also some open events. He didn't accept any prize money but did receive about \$400 for expenses. To get his amateur status back for his senior year, the NCAA says he must donate that money to charity.

"He'll be eligible and we're looking forward to him playing again," said SSU coach Steve Cunninghame, who helped Nestor's instructional program by contacting the USTA and helping get rackets and balls.



**NATIONAL AND INTERNATIONAL ASSOCIATIONS, CERTIFICATIONS
AND MEMBERSHIPS**

**PROFESSIONAL TENNIS REGISTRY
MASTER OF TENNIS PERFORMANCE CLASS OF 2012**

Professional Tennis Registry

certifies that

Nestor Bernabe

*has successfully pursued the rigorous studies, fulfilled the requirements and passed the examinations,
therefore earning the Degree of*

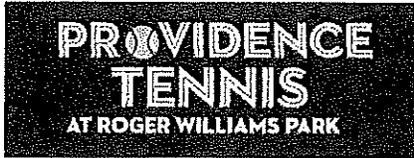
*Master of Tennis
Performance*

*NCACE Accredited
on this eleventh day of September in the year of 2012*

[Signature]
President
[Signature]
Lead Tutor



[Signature]
CEO, Executive Director
[Signature]
Education Committee Chair



UNITED STATES PROFESSIONAL TENNIS ASSOCIATION
ELITE MEMBER

Cut on outside line

Fold on center line

1991 Performance Dr • Orlando, FL 32827
800-USPTA-4U • 407-634-3050 • 407-477-8100 Fax
uspta@uspta.org • www.uspta.com

Unless the card has expired, the cardholder is a member in good standing of the USPTA, and has passed all tests and/or requirements for such membership. Members are governed by the Association's strict Code of Ethics, and are entitled to all benefits of membership. All teaching members are covered by liability insurance while on court, for bodily injury to others, and for damage to property not in the tennis professional's care.

United States, its territories or Canada. At this time, there is no custody or control. The territory of coverage is anywhere in the United States, its territories or Canada. At this time, there is no coverage for members who play or teach in other countries or territories.

Elite Professional

 US Professional Tennis Associat

Nestor H. Bernabe
Member No. 50858



Valid through Dec. 31, 2021

**United States
Professional Tennis Association**

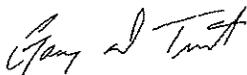
Hereby awards this certificate to

Nestor H. Bernabe

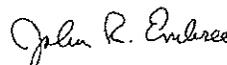
for

12 Years of Service

2020


President USPTA




Chief Executive Officer

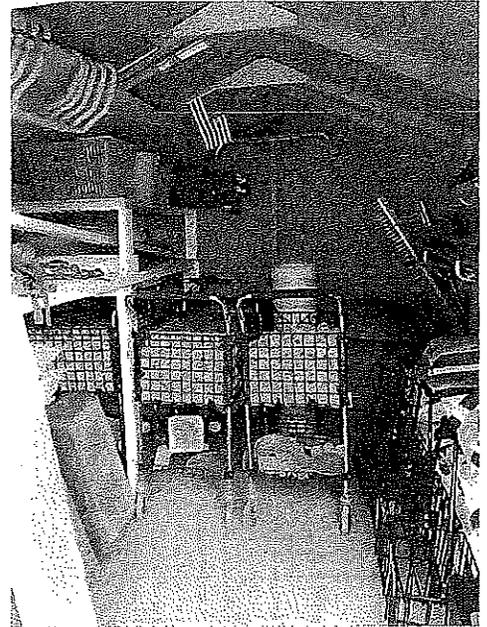
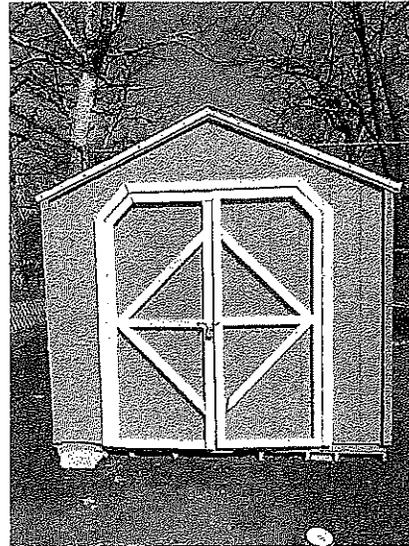
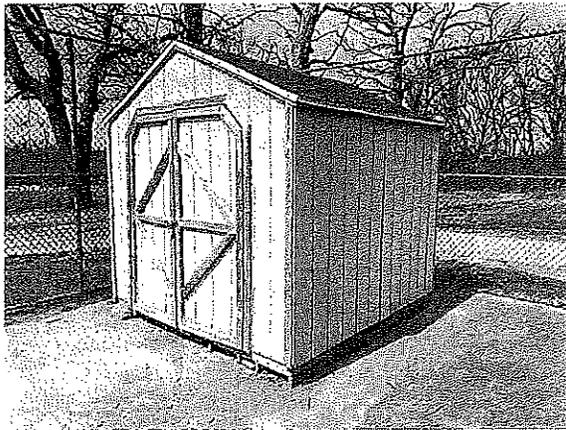
JTAS - 0791 - 8076 - 1207

TODD MORSILLI TENNIS FACILITY IMPROVEMENTS 2020

**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

MARCH 2020

The Pro Shop and storage sheds we gutted, painted and renovated. Thanks to Joyce Construction the tennis court surface was "the best I've seen in fifty years" -Bob Loeber an 83 year old Cranston resident that has been playing at the park since 1962.



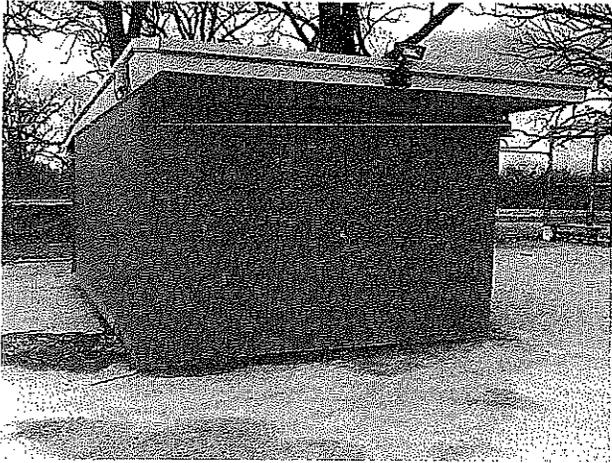
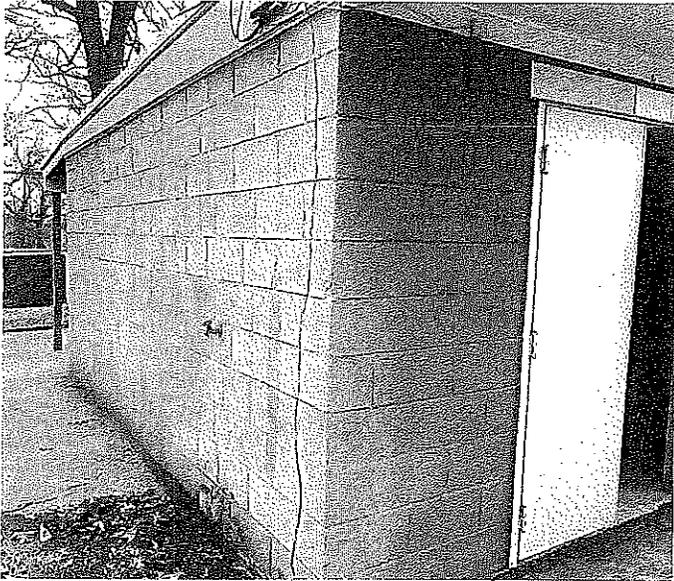
**PROVIDENCE
TENNIS
AT ROGER WILLIAMS PARK**

BEFORE

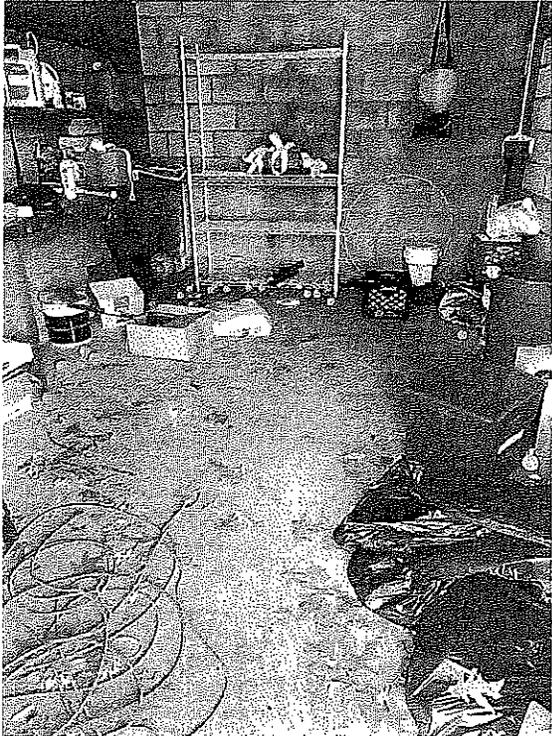
AFTER



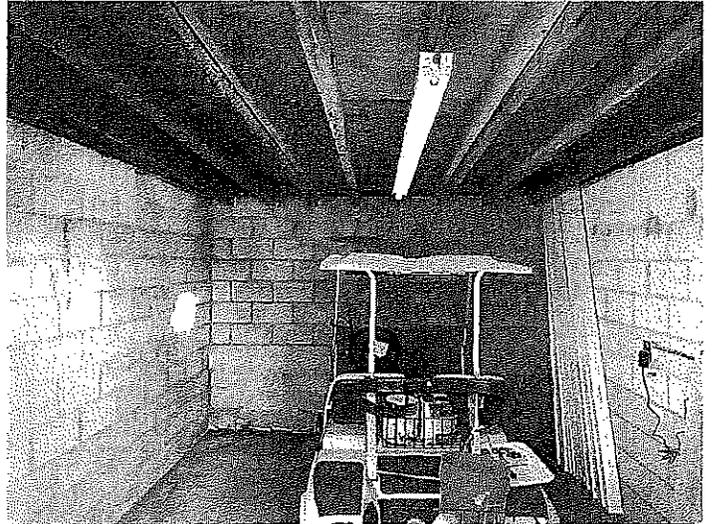
BEFORE, MARCH 20



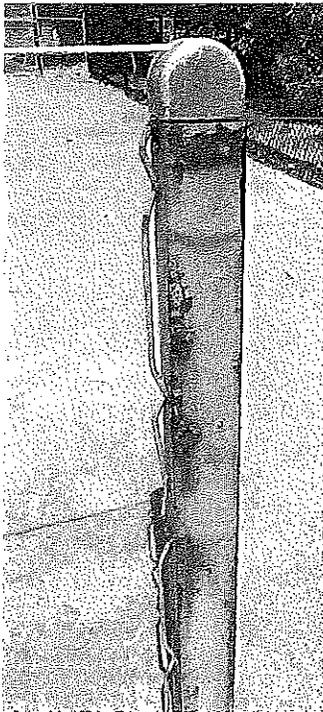
**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK



BEFORE

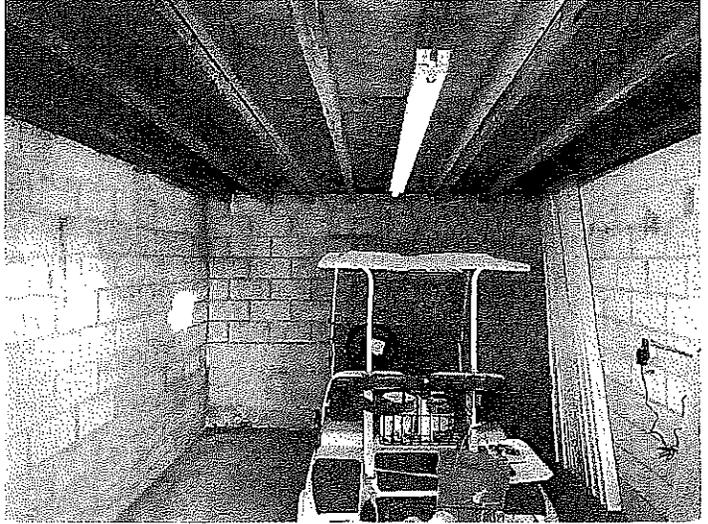
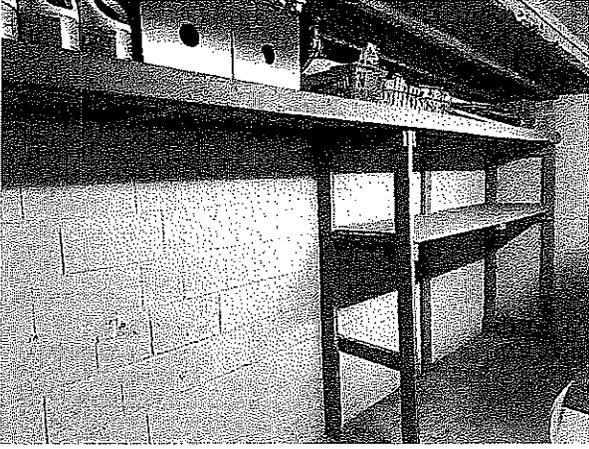


AFTER



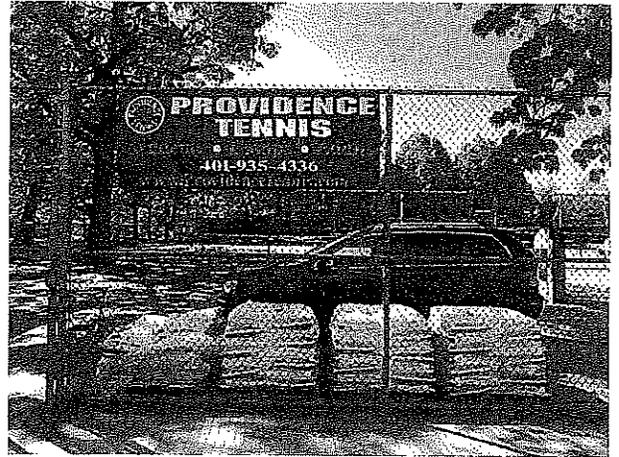
**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

MAY26 COMPLETED PRO SHIOP with NEW FLOORING and SHELVING



**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

JUNE 2020, BEFORE RESURFACING FRONT COURTS




Providence Tennis Academy
 Posted by Nestor Bernabe
 35 mins · 🌐

Today we finish the final renovations to the Providence Tennis Center! All court resurfaced with new windscreens and banners from our sponsors @babolat @solinco @diademsports. HUGE THANK YOU goes out to @michelle.blaha @zachodessa @bensimmons11 for your help and support! Courts 1-10 @rogerwilliamspark "have never looked" or "played this great" are a few comments from long time senior players and park pass holders! #spartans #nextlevel #championsgrup #summercamp2020



**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

TODD MORSILLI TENNIS CENTER EVENING VIEWS



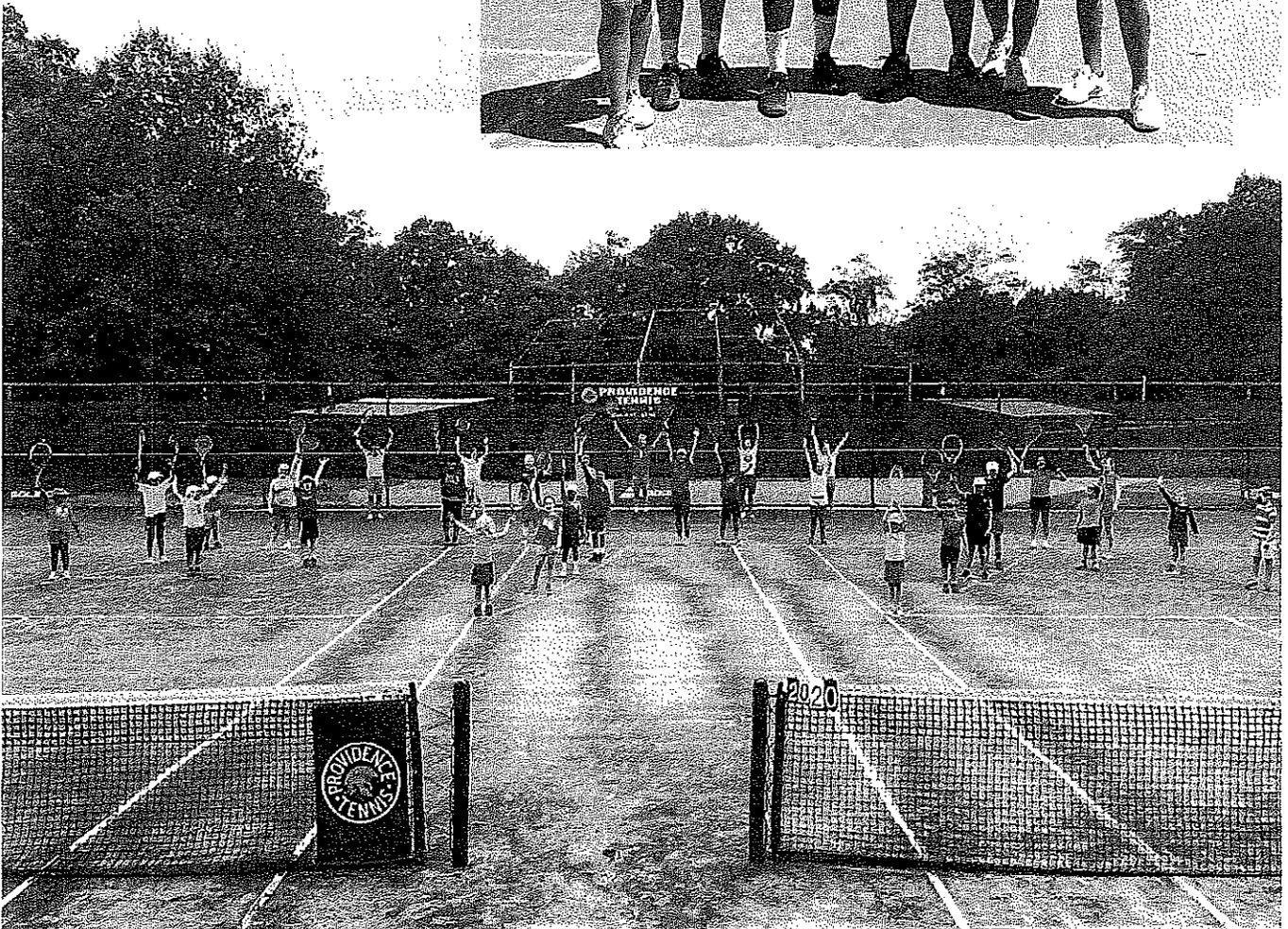
**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

OCTOBER 2020, TODD MORSILLI TENNIS CENTER UNDER THE LIGHTS!



**PROVIDENCE
TENNIS**
AT ROGER WILLIAMS PARK

THANK YOU!





BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

REQUEST FOR PROPOSALS

Item Description: TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP

Date to be opened: MONDAY, DECEMBER 7, 2020

Issuing Department: PARKS DEPARTMENT

QUESTIONS

- Please direct questions relative to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to Purchasing Agent Patti Jordan.
 - Phone: (401) 680-5264
 - Email: pjordan@providenceri.gov
 - Please use the subject line “RFP Question”
- Please direct questions relative to the Minority and Women’s Business Enterprise Program and the corresponding forms (Pages 9-13) to the MBE/WBE Outreach Director for the City of Providence, Grace Diaz
 - Phone: (401) 680-5766
 - Email: gdiaz@providenceri.gov
 - Please use subject line “MBE WBE Forms”
- Please direct questions relative to the specifications outlined (beginning on page 14) to the issuing department’s subject matter expert:
 - **Brian Byrnes – Deputy Superintendent**
 - **401-660-9308**
 - Bbyrnes@providenceri.gov

Pre-bid Conference

NONE



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

INSTRUCTIONS FOR SUBMISSION

Bids may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence.** At 2:15 P.M. all bids will be publicly opened and read at the Board of Contract Meeting in the City Council Chambers, on the 3rd floor of City Hall.

- Bidders must submit **3 copies** of their bid in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the RFP and bid are related.** (On page 1)
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have **“NOT A BID”** written on the envelope or wrapper.
- Only use form versions and templates included in this RFP. If you have an old version of a form **do not recycle it for use in this bid.**
- The bid envelope and information relative to the bid must be addressed to:

**Board of Contract and Supply
Department of the City Clerk – City Hall, Room 311
25 Dorrance Street
Providence, RI 02903**

****PLEASE NOTE:** This bid may include details regarding information that you will need to provide (such as proof of licenses) to the issuing department before the formalization of an award.

*This information is **NOT** requested to be provided in your initial bid by design.*

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city’s Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City’s Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID PACKAGE CHECKLIST

Digital forms are available in the City of Providence Purchasing Department Office or online at <http://www.providenceri.gov/purchasing/how-to-submit-a-bid/>

The bid package **MUST** include the following, in this order:

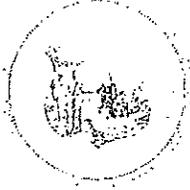
- Bid Form 1: Bidder's Blank as the cover page/ 1st page (*see page 6 of this document*)
- Bid Form 2: Certification of Bidder as 2nd page (*see page 7 of this document*)
- Bid Form 3: Certificate Regarding Public Records (*see page 8 of this document*)
- Forms from the Minority and Women Business Enterprise Program: Based on Bidder Category. *See forms and instructions enclosed (pages 9-13) or on:*
<https://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>

***Please note: MBE/WBE forms must be completed for EVERY bid submitted and must be inclusive of ALL required signatures. Forms without all required signatures will be considered incomplete.**

- Bidder's Proposal/Packet: Formal response to the specifications outlined in this RFP, including pricing information and details related to the good(s) or service(s) being provided. Please be mindful of formatting responses as requested to ensure clarity.
- Financial Assurance, *if requested* (as indicated on page 5 of this document under "Bid Terms")

All of the above listed documents are REQUIRED. (With the exception of financial assurances, which are only required if specified on page 5.)

*****Failure to meet specified deadlines, follow specific submission instructions, or enclose all required documents with all applicable signatures will result in disqualification, or in an inability to appropriately evaluate bids.**



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

NOTICE TO VENDORS

1. The Board of Contract and Supply will make the award to the lowest qualified and responsible bidder.
2. In determining the lowest responsible bidder, cash discounts based on preferable payment terms will not be considered.
3. Where prices are the same, the Board of Contract and Supply reserves the right to award to one bidder, or to split the award.
4. No proposal will be accepted if the bid is made in collusion with any other bidder.
5. Bids may be submitted on an "equal in quality" basis. The City reserves the right to decide equality. Bidders must indicate brand or the make being offered and submit detailed specifications if other than brand requested.
6. A bidder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with the Rhode Island Business Corporation Act, RIGL Sec. 7-1.2-1401, et seq.
7. The Board of Contract and Supply reserves the right to reject any and all bids.
8. Competing bids may be viewed in person at the Department of the City Clerk, City Hall, Providence, immediately upon the conclusion of the formal Board of Contract and Supply meeting during which the bids were unsealed/opened. Bids may also be accessed electronically on the internet via the City's Open Meetings Portal.
9. As the City of Providence is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes.
10. In case of error in the extension of prices quoted, the unit price will govern.
11. The contractor will **NOT** be permitted to: a) assign or underlet the contract, or b) assign either legally or equitably any monies or any claim thereto without the previous written consent of the City Purchasing Director.
12. Delivery dates must be shown in the bid. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
13. A certificate of insurance will normally be required of a successful vendor.
14. For many contracts involving construction, alteration and/or repair work, State law provisions concerning payment of prevailing wage rates apply (RIGL Sec. 37-13-1 et seq.)
15. No goods should be delivered or work started without a Purchase Order.
16. **Submit 3 copies of the bid to the City Clerk, unless the specification section of this document indicates otherwise.**
17. Bidder must certify that it does not unlawfully discriminate on the basis of race, color, national origin, gender, gender identity or expression, sexual orientation and/or religion in its business and hiring practices and that all of its employees are lawfully employed under all applicable federal, state and local laws, rules and regulations. (See Bid Form 2.)



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID TERMS

1. Financial assurances may be required in order to be a successful bidder for Commodity or Construction and Service contracts. If either of the first two checkboxes below is checked, the specified assurance must accompany a bid, or the bid will not be considered by the Board of Contract and Supply. The third checkbox indicates the lowest responsible bidder will be contacted and required to post a bond to be awarded the contract.
 - a) A certified check for \$_____ must be deposited with the City Clerk as a guarantee that the Contract will be signed and delivered by the bidder.
 - b) A bid bond in the amount of _____ per centum (%) of the proposed total price, must be deposited with the City Clerk as a guarantee that the contract will be signed and delivered by the bidder; and the amount of such bid bond shall be retained for the use of the City as liquidated damages in case of default.
 - c) A performance and payment bond with a satisfactory surety company will be posted by the bidder in a sum equal to one hundred per centum (100%) of the awarded contract.
 - d) No financial assurance is necessary for this item.
2. Awards will be made within **sixty (60) days of bid opening**. All bid prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
3. Failure to deliver within the time quoted or failure to meet specifications may result in default in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.

The following entry applies only for COMMODITY BID TERMS:

4. Payment for partial delivery will not be allowed except when provided for in blanket or term contracts.

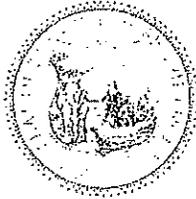
The following entries apply only for CONSTRUCTION AND SERVICE BID TERMS:

5. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
6. Prior to commencing performance under the contract, the successful bidder shall attest to compliance with the provisions of the Rhode Island Worker's Compensation Act, RIGL



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

- 28-29-1, et seq. If exempt from compliance, the successful bidder shall submit a sworn Affidavit by a corporate officer to that effect, which shall accompany the signed contract.
7. Prior to commencing performance under the contract, the successful bidder shall, submit a certificate of insurance, in a form and in an amount satisfactory to the City.



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID FORM 1: Bidders Blank

Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.

Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.

1. 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.**
2. 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*.

All bids **MUST BE SIGNED IN INK**.

Name of Bidder (Firm or Individual): Bernabe Tennis Academy, LLC

Contact Name: Nestor Bernabe

Business Address: 87 Sarey Street

Business Phone #: 401 - 935 - 4336

Contact Email Address: NestorTennis@gmail.com

Agrees to bid on (Write the "Item Description" here):
Todd Morselli Tennis Centre RFP

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*

Delivery Date (if applicable):

Name of Surety Company (if applicable):

Total Amount in Writing*:
One Million Five Hundred Seventy One Thousand Dollars

Total Amount in Figures*:
\$ 1,571,000

** If you are submitting a unit price bid, please insert "Unit Price Bid"*

Use additional pages if necessary for additional bidding details.



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND



Signature of Representation

Owner / President

Title



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

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

Upon behalf of _____ (Firm or Individual
Bidding),

I, NESTOR BERNABE _____ (Name of Person Making
Certification),

being its Owner/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.

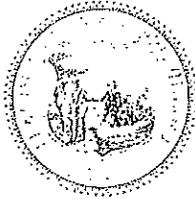
I affirm by signing below that I am duly authorized on behalf of Bidder,

on

this 18 day of November 2020.

Signature of Representation

NESTOR BERNABE
Printed Name



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID FORM 3: Certificate Regarding Public Records

Upon behalf of _____ (Firm or Individual

Bidding),

I, NOSTOR GERAMBE (Name of Person Making Certification),

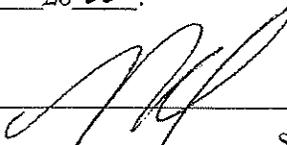
being its Owner / President (Title or "Self"), hereby

certify an understanding that:

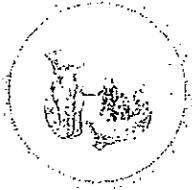
1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing 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 to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent bidding process. Information required in the bidding packet may not be submitted directly to the issuing department at the discretion of the bidder in order to protect other information, such as pricing terms, from becoming public. Bidders who make such an attempt will be disqualified.

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

on
this 18 day of November 2020.



 NOSTOR GERAMBE
 Signature of Representation



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

WBE/MBE Form Instructions

The City of Providence actively seeks Minority and Women business enterprises to participate in bids to meet the City's procurement needs. Pursuant to the City of Providence Code of Ordinances, Chapter 21, Article II, Sec. 21-52 (Minority and Women's Business Enterprise) and Rhode Island General Laws (as amended), Chapter 31-14, et seq. (Minority Business Enterprise), Minority Business Enterprise (MBE) and Women's Business Enterprise (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.

Only businesses certified with the State of Rhode Island as minority and/or women business enterprises are counted towards the City's goals. Eligible minority or women-owned businesses are encouraged to seek certification from the State of Rhode Island Minority Business Enterprise Compliance Office at: <http://odeo.ri.gov/offices/mbeco/>

Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

Bid Requirements:

All Bidders: All bidders must complete and submit the *MBE/WBE Participation Affidavit* indicating whether or not they are a state-certified MBE/WBE and acknowledging the City's participation goals. Submission of this form is required with **every bid**. Your bid will not be accepted without an affidavit.

Bidders who will be subcontracting: Bidders who will be subcontracting must submit the *Subcontractor Disclosure Form* as part of their bid submission. All subcontractors, regardless of MBE/WBE status, must be listed on this form. Business NAICS codes can be found at <https://www.naics.com/search/>. Awarded bidders are required to submit *Subcontractor Utilization and Payment Reports* with each invoice.

Waiver Requests:

If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F on the Subcontractor Disclosure Form) and the prime contractor is not a Rhode Island State-certified MBE or WBE, the Bidder must complete the *MBE/WBE Waiver Request Form* for review. Waivers will be considered on a case by case basis.

No waiver will be granted unless the waiver request includes documentation that demonstrates that the Bidder has made good faith efforts to achieve the City's stated participation goals. Waivers must be reviewed and signed by the City of Providence's MBE/WBE Outreach Director, Grace Diaz, or her designee. Department Directors cannot recommend a bidder for award if this form is applicable and absent. If the bid does not meet the participation goals of the City of Providence and a waiver is not filed with the signature of the MBE/WBE Outreach Director or her designee, the bid will not be accepted.

Verifying MBE/WBE Certification

It is the responsibility of the bidder to confirm that every MBE/WBE named in a proposal and included in a contract is certified by the Rhode Island Minority Business Enterprise Compliance office. The current MBE/WBE directory is available at the State of RI MBE Office, One Capitol Hill, 2nd Floor, Providence, RI, or online at



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<http://www.providenceri.gov/oeo/>. You can also call (401) 574-8670 to verify certification, expiration dates, and services that the MBE/WBE is certified to provide. Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

N/A

Form Instructions:

Access all bid forms from <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbe/wbe-procurement-program/>. **Download** the forms as blank PDFs. Once saved on your computer, fill them out using the Adobe program. The fillable PDFs must be completed in Adobe in order to be saved properly. Google Chrome and similar platforms do not allow for the forms to be saved as filled PDFs. Therefore, please download the blank forms to your computer, then fill them out and save.

Assistance with Form Requirements

Examples of completed forms can be found on the City of Providence website at <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbe/wbe-procurement-program/>.

Contract Requirements:

Prime contractors engaging subcontractors must submit the *Subcontractor Utilization and Payment Report* to the City Department's Fiscal Agent with every invoice and with request for final payment. This form is not submitted as a part of the initial bid package.

For contracts with duration of less than 3 months, this form must be submitted along with the contractor's request for final payment. The form must include all subcontractors utilized on the contract, both MBE/WBE and non-MBE/WBE, the total amount paid to each subcontractor for the given period and to date. During the term of the contract, any unjustified failure to comply with the MBE/WBE participation requirements is a material breach of contract.

Questions?

For more information or for assistance with MBE/WBE Forms, contact the City of Providence MBE/WBE Outreach Director, Grace Diaz, at mbe-wbe@providenceri.com or (401) 680-5766.



BOARD OF CONTRACT AND SUPPLY
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MBE/WBE PARTICIPATION AFFIDAVIT

Item Discussion (as seen on RFP):

Todd Moriselli Tennis Center RFP

Prime Bidder: NESTOR BERNABE

Prime Bidder (Company) Phone Number: 401-935-4334

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

MB
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

MB
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 MB

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 MB

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 MB

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 of Bidder

Printed Name

NESTOR BERNABE



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Company Name _____

Date _____

N/A

SUBCONTRACTOR DISCLOSURE FORM

Fill out this form only if you **WILL SUBCONTRACT** with other parties. If you will not subcontract any portion of the proposed bid, do not fill out this form.

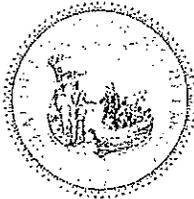
Prime Bidder: _____ Primary

NAICS _____ Code: _____

Item Description (as seen on RFP): _____

Please list all Subcontractors below. Include the total dollar value that you propose to share with each subcontractor and the dollar amount to be subcontracted. Please check off MBE and WBE where applicable. The directory of all state-certified MBE/WBE firms is located at www.mbe.ri.gov. Business NAICS codes can be found at <https://www.naics.com/search/>

Proposed Subcontractor	MBE	WBE	Primary NAICS Code	Date of Mobilization	\$ Value of Subcontract
					\$
					\$
					\$
					\$
					\$
					\$
A. MBE SUBCONTRACTED AMOUNT:					\$
B. WBE SUBCONTRACTED AMOUNT:					\$
C. NON MBE WBE SUBCONTRACTED AMOUNT:					\$
D. DOLLAR AMOUNT OF WORK DONE BY THE PRIME CONTRACTOR:					\$
E. TOTAL AMOUNT OF BID (SUM OF A, B, C, & D):					\$



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F. PERCENTAGE OF BID SUBCONTRACTED TO MBEs AND WBEs.
(Divide the sum of A and B by E and multiply result by 100).

Please read and initial the following statement acknowledging you understand. If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F) and the prime contractor is NOT a Rhode Island State-certified MBE or WBE, you must fill out the **MBE/WBE WAIVER REQUEST FORM** for consideration by City of Providence MBE/WBE Outreach Director. Initial ___

N/A

Signature of Bidder _____

Printed Name _____

MBE/WBE Waiver Request Form

Fill out this form only if you are subcontracting and did not meet the 20% MBE/WBE participation goal. State-certified MBE or WBE Prime Bidders are NOT REQUIRED to fill out this form.

Submit this form to the City of Providence MBE/WBE Outreach Director, Grace Diaz, at mbe-wbe@providenceri.gov, for review prior to bid submission. This waiver applies only to the current bid which you are submitting to the City of Providence and does not apply to other bids your company may submit in the future.

Prime Bidder: _____

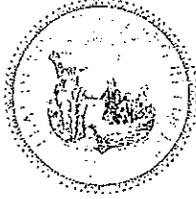
N/A

Company Trade: _____

Item Discussion (as seen on RFP): _____

To receive a waiver, you must list the certified MBE and/or WBE companies you contacted, the name of the primary individual with whom you interacted, and the reason the MBE/WBE company could not participate on this project.

MBE/WBE Company Name	Individual's Name	Company Trade	Why did you choose not to work with this company?
N/A			



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I acknowledge the City of Providence's goal of a combined MBE/WBE participation is 20% of the total bid value. I am requesting a waiver of _____ % MBE/WBE (20% minus the value of **Box F** on the Subcontractor Disclosure Form). If an opportunity is identified to subcontract any task associated with the fulfillment of this contract, a good faith effort will be made to select MBE/WBE certified businesses as partners.

N/A

Signature of Prime Contractor

Printed Name

Date Signed

Signature of City of Providence
MBE/WBE Outreach Director

Printed Name of City of Providence
MBE/WBE Outreach Director

Date Signed

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.

*This information is **NOT** requested to be provided in your initial bid that you will submit to the City Clerk's office by the "date to be opened" noted on page 1. This list only serves as a list of items that your firm should be ready to provide on request.*

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city's Open Meetings Portal and made available as a public record.

You must be able to provide:

- Business Tax ID will be requested after an award is approved by the Board of Contract and Supply.
- **USE THESE BULLETS TO OUTLINE ITEMS YOU WILL NEED VENDORS TO PRODUCE ON REQUEST IF YOU SEEK TO AWARD THIS BID TO THEM.**
- **E.G. PROOF OF INSURANCE**



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID FORM 3: Supplemental Bid Form

To whom it may concern:

1. The undersigned, having familiarized (himself) (themselves) (itself) with the **TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP** bid affecting the cost of work, and with the Contract Documents (which includes the Invitation for Bids, Instructions to Bidders, Form of Bid Bond, Form of Agreements, form of Non-Collusive Affidavit, Addenda (if any), Drawings, Technical Specification, Form of Surety Bond(s); as prepared by the Providence Parks Department, and on file in the office of the City Clerk 3rd Floor, City Hall, Providence, RI 02903, hereby proposes to furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and services including utility and transportation services, and to perform such other required work for the **TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP** and such other required and incidental work, complete, all in accordance with the above listed documents and for the unit prices for work in-place for the following items and quantities.

2. In submitting this Bid, the bidder understands that the right is reserved by The Providence Parks Department to reject any and all Bids, If written notice of acceptance of this Bid is mailed, telegraphed or delivered to the undersigned within (90) days after the opening thereof, or at any time thereafter before this Bid is withdrawn, the undersigned agrees to execute and deliver an Agreement in the prescribed form and furnish the required bond within (10) days after the Agreement is presented to him/her for signature.

Herewith in accordance with the instructions to Bidders.

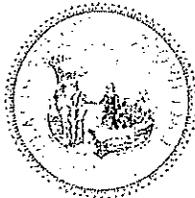
3. Attached hereto is an affidavit in proof that the undersigned has not colluded with any person in respect to this Bid or any bids for the Contractor for which this Bid is submitted. Also attached is a Statement of Bidder's Qualifications.

4. Application unit prices are contained in the Agreement (established as the result of either a Unit Price Bid or a Supplemental Schedule of Unit Prices), the City of Providence may order the Contractor to proceed with desired changes in the work, the value of such changes to be determined by the measured quantities involved and the application unit prices specified in the Contract.

5. The City of Providence reserves the right to determine the lowest responsible Bidder based on past experience with the City and/or recommendations by City and/or state agencies with an interest in this procurement. The City reserves the right to award the project to the appropriate bidder in the best interest of the City of Providence.

CERTIFICATION OF NON-SEGREGATED FACILITIES

The Bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregation facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity Clause in any contract resulting from acceptance of this Bid. As used in this certification, term "segregation facilities" means any waiting rooms, work rooms, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employee which are segregated by explicit directive or are in fact segregated on basis of race, color, religion, or



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national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where he/she has obtained identical certification from proposed subcontractors for specific time periods) he/she will obtain identical certification from proposed subcontractor prior to the award of subcontracts exceeding \$10,000.00 which are not exempt from provisions of the Equal Opportunity Clause, and that he /she will retain such certifications in his/her files.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. & 1001.

DATE December 3, 2020

Name of Bidder and Official Address:

NESTOR BELMARE

84 Swaney Street

Providence, RI 02906

E-Mail: NESTOR.TENNES@GMAIL.COM

Name of Authorized Representative (Contact):

By [Signature] NESTOR BELMARE

Title owner / president

Phone: 401-935-4336

Bidder shall indicate, in space provided, the earliest possible Project Start-up Date: March 1, 2021

ADDENDA: The undersigned acknowledges receipt of the following Addenda, if any, and has included the provisions thereof in this Bid (If Any):

<u>Addendum No.</u>	<u>Date</u>	<u>Addendum No.</u>	<u>Date</u>
	_____, 20____		_____, 20____
	_____, 20____		_____, 20____

N/A

Sub-Contractors (If Any):

SEE ATTACHED CAPITAL IMPROVEMENTS

Name: _____ Scope of Work: _____
MBE / WBE

Name: _____ Scope of Work: _____
MBE / WBE

Name: _____ Scope of Work: _____
MBE / WBE



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID FORM 4: MBE/WBE Affidavit

Item Title (as seen on RFP):

Todd Morilli Terms Facility Management RFP

Name of Bidder (Firm or Individual): BERNABE TENNIS ACADEMY, LLC
DBA PROVIDENCE TENNIS ACADEMY

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

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.

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

on
this 3 day of December 2020.

Signature of Representation

NESTOR BELANTSE

Printed Name



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Request for Proposal

TODD MORSILLI TENNIS FACILITY MANAGEMENT RFP

Potential bidders may arrange an appointment to visit the site and tour the existing facilities by calling:

**Joe Salem
Providence Parks Department
401-497-8387 (7 AM - 3 PM, Monday -Friday)**

GENERAL OPERATING REQUIREMENTS

Calendar Year and Hours

Subject to negotiation with the City, the successful bidder is expected to operate the Centre daily from May to October if no temporary structure is erected and year-round if a seasonal temporary structure is erected.

Start Date

The current contract runs out on November 30, 2020. The successful bidder shall begin operations no later than May 1, 2021.

Alcoholic Beverages

The Vendor shall not be allowed to sell alcoholic beverages except for private group outings and only with prior approval of the Park Superintendent.

Lease Term

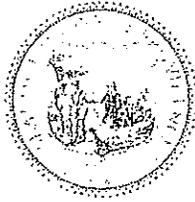
The lease term for this contract (the "Primary Term") shall be for 10 years with the end date being November 30, 2030 with a 5-year option (the "Option Term") to begin on December 1, 2030 that can be exercised only if both parties agree on terms.

If the Vendor elects to exercise the Option Term, it shall do so by written notice to the City not less than six (6) months prior to the expiration of the Primary Term.

VENDOR RESPONSIBILITIES

Facility Changes

The successful bidder may propose alterations at its own expense to the existing Centre, without compensation, discounts, or abatement from the City. All requests must be approved in writing by the Superintendent.



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Equipment and Procurement

The Vendor shall procure all necessary equipment, supplies and materials to operate the facility. This includes, but is not limited to, court nets, wind screens, and replacement clay.

Personnel

The Vendor shall hire necessary personnel to operate the facility and will comply with all federal, state, and local labor and safety laws in the Vendor's employment practices. The Vendor shall notify the Parks Department of any anticipated labor issues or employment circumstances that could adversely affect the operation of the Centre.

Taxes

The Vendor shall be responsible for all federal, state, and local taxes resulting from the operation of the Centre.

Rental Payments

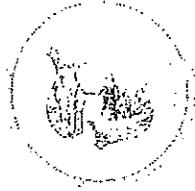
The Vendor shall pay one-twelfth of the total annual rental payment each month by the tenth day of the month to the Providence Parks Department.

Health and Safety

The Vendor shall maintain the facility in a clean and sanitary manner and will comply with all federal, state, and local laws, codes, and regulations regarding health and safety concerns. The Vendor shall notify the Parks Department immediately of any vandalism, accident, or damage at the facility or any safety hazard that exists.

Trash Removal

The Vendor shall store trash and coordinate its removal by Parks Department employees at Roger Williams Park.



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RESPONSIBILITIES OF THE PARTIES: Unless otherwise specified in this Agreement, the responsibility of the parties shall be as outlined here:

- a. The Parks Department agrees to open and close the irrigation system supply at the beginning and end of the season.
- b. Vendor shall maintain, adjust and repair irrigation system throughout the season.
- c. Vendor agrees to provide a free six-week tennis program for Providence residents and 16 weeks of after-school or school vacation programs for at least 50 individuals.
- d. Vendor will host the Providence Tennis Mayor's Cup
- e. Vendor will host the RI Girls in Tennis Day (June).
- f. Vendor agrees to create and host an additional free City-wide full tennis event for the community.
- g. Vendor agrees that all maintenance of the facility is its responsibility.
- h. Vendor agrees to remove and dispose of all trash in the facility. Vendor may have a small screened dumpster on-site.
- i. Vendor agrees to work with the Parks Department, RWP Conservancy and stakeholders to connect the facility to the community and Roger Williams Park and vice versa.
- j. Vendor agrees to have a presence in the new RWP Gateway Center

ACCESS: The Parks Department represents and warrants to Vendor that:

- a. Access via existing roads and entrances to the Tennis Facility will not be impaired or denied during the Term. However, from time to time, there are large festivals and rallies that may impact access or business and cannot be avoided.
- b. It shall maintain and keep in good order and repair the existing roads and entrances to the Tennis Facility.
- c. It shall maintain and keep in good order and repair the parking lots, including without limitation paving, repaving and painting thereof, and removal of snow, ice, and leaves.
- d. It shall be responsible for the emptying of and removal of trash cans and bins located near the Tennis Facility, but not in the facility, in a timely fashion.



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UTILITIES

The Vendor is responsible for phone and internet service; all other utility charges will be paid by the City.

Signage

The Vendor may install signage, consistent with the RWP Style Guide, at the facility subject to approval of the Parks Department.

Assignment

The Vendor shall not sublet, assign, transfer, or delegate any listed responsibilities without prior review and written consent of the Parks Department.

Insurance

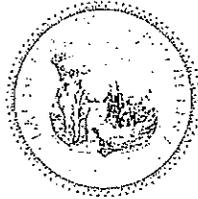
The Vendor shall secure worker's compensation insurance for the benefit of each person employed by it in the operation of the facility. In addition, the Vendor shall furnish public liability and property damage insurance from a company authorized to do business in the state of Rhode Island. The insurance shall have the following minimum limits:

Public liability: \$1 million single limit coverage

Property damage: \$1 million single limit coverage

Parks Department shall be listed as "additionally insured" on a primary, but noncontributing basis for General Liability per written contract or agreement.

Said policies shall be kept in force throughout the term of the lease; the Vendor shall supply annually Certificate of insurance indicating coverage with a cancellation provision that requires a 30-day written notice to the Parks Department.



BOARD OF CONTRACT AND SUPPLY
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RESPONSIBILITIES OF THE CITY

Facility Maintenance and Repair

The Vendor shall bear the expense of repairs necessary because of his own employees' acts or omissions. The Vendor, however, is responsible to notify the Parks Department in writing of any conditions that would, if left uncorrected, violates applicable health and safety codes.

ROGER WILLIAMS PARK TENNIS COURTS OPERATION RESPONSIBILITIES
EXHIBIT 1 MAINTENANCE

	Vendor	Parks
Annual clay court re-conditioning	✓	
Clay court tapes	✓	
Clay court irrigation system repair and maintenance	✓	
Wind screen repair and replacement	✓	
Court nets and posts repair and replacement	✓	
Fence repair	✓	
Restroom cleaning/supplies	✓	
Restroom repairs	✓	
Site litter clean up	✓	
Trash removal	✓	
Storage facility repairs	✓	
Tree maintenance		✓
Parking lot repairs		✓
Site leaf removal	✓	✓

Utility Outages

The City shall not guarantee the uninterrupted provision of utilities and service except to ensure that all reasonable and diligent efforts will be pursued in restoring the interrupted services.

Space Access

The City shall have access to the facility buildings and spaces for inspections and repairs and shall schedule access with the Vendor.

Spatial Modifications

The City shall be the contact point for all spatial modifications proposed by the Vendor.



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PROPOSAL INSTRUCTIONS AND CONDITIONS

General Requirements

Each proposer must submit three (3) copies of its proposal. Each of the three copies must be complete with all required documentation. Proposals should be prepared simply and economically, providing a straightforward, concise description of proposer's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. Each copy of the proposal should be bound in a single volume where practical and include all pertinent documentation. Pages containing information of a confidential nature should be stamped as such.

Incomplete proposals may not be considered for award evaluation.

In submitting a proposal, the proposer agrees that the proposal remains valid for sixty (60) calendar days after the closing date of submission of proposals and may be extended beyond that time by mutual agreement.

Inquiries

Inquiries on this RFP or regarding a site visit shall be made in writing via email.

Inquiries shall be made to:

Brian Byrnes, Deputy Superintendent of Parks
Email: bbyrnes@providenceri.gov

Award Criteria

The following criteria shall be used in evaluating proposals:

- Experience and management structure 5%
- Proposer's experience in running similar facilities in urban areas 5%
- Firm's key personnel 5%
- Number of years in the business 5%
- Membership in national and international associations 5%
- Community outreach and free or low-cost programs, events and memberships 30%
- Quality of programs 10%
- Capital projects proposed 30%
- Seasonal versus year-round 10%

Rent Proposal

Proposed amount of rent to be paid by the bidder.

Proposed Operation

Proposals from the Vendor should be submitted on the most favorable terms possible from the standpoint of cost and technical capability. The City reserves the right to accept other than the



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highest value proposals, to reject any or all proposals, and to waive any of the requirements of the bid selection procedures explained in this document. Upon selection of the Vendor, the City will prepare, and the City and the Vendor will enter into, an appropriate agreement setting forth the terms and conditions of the parties' rights and obligations. Such contract will incorporate by reference and follow substantially the terms set forth herein except the City reserves the right to incorporate standard contractual requirements.

No bidder shall have any cause of action against the City arising out of failure to award a contract to the bidder, the failure to consider any proposal, or the methods by which proposals are assessed.

The City reserves the right to award the contract in the best interest of the Parks Department

Capital Investment

Programs and Community outreach and involvement

Bid Submission

All proposals shall be submitted in person or by mail to:

STANDARD RFP FORM

PROPOSAL CONTENTS

The information to be submitted to this RFP is listed in this section. The bidder shall respond to each item.

General Information

- Name and address of firm
- Contact person and phone number
- Principals in the firm, i.e., all persons who hold a financial interest in the business
- Key personnel and qualifications
- Description of litigation, if any, in the last five years or currently pending
- Verification of good standing with Rhode Island Tax Division

Experience

Description of previous and current Tennis Court operation experience, including locations of current facilities. We are particularly interested in Vendors who have significant experience providing community programs and youth engagement.

Capital Investment

Please include proposed projects, estimated cost, and timeline. If including a tennis bubble or similar seasonal structure, please provide details and also outline how programs and operations will be extended to year-round.

Credit and/or banking references.



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Proposed Operation

- Hours of operation
- Proposed management and key personnel
- Proposed capital investment
- Preliminary marketing plan
- Start-up schedule after contract signing

Programs and Community outreach and involvement

Proposed Rental Payments

All bidders shall fill out Attachment A

CONTRACTUAL REQUIREMENTS

In addition to the requirements spelled out above, the following requirements shall be made part of a contract between the City and the successful bidder.
Additional items, not listed here, maybe added between the Bid Award and Contract signing.

Contract Preparation

The City shall exercise full authority in the development and preparation of the contract.

Choice of Law

The construction, interpretation, and performance of the contract and all associated and resultant transaction shall be governed by the laws of the State of Rhode Island.

Provisions Separable

Each provision of the contract is separable from the whole and if one provision is held invalid, the remaining provisions shall remain in effect.

Amendments to the Contract

The terms and provisions of the contract shall not be changed or terminated orally. No oral statement of any person shall in any manner or degree modify or otherwise affect the terms and provisions of the contract.

RENTAL PAYMENT BID INSTRUCTIONS

Capital Improvements & Rental Payments

In addition to proposing an annual rental payment, the bidder is free to propose capital improvements to enhance the Morsilli Tennis Centre. All capital improvements would become the property of the City at the end of the lease term. In short, our evaluation of proposals will look at proposed capital