



THOMAS ANDERSON
SUPERINTENDENT

NEW BEDFORD PUBLIC SCHOOLS
PAUL RODRIGUES ADMINISTRATION BUILDING
455 COUNTY STREET
NEW BEDFORD, MASSACHUSETTS 02740
www.newbedfordpschool.org

(508) 997-4511

"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."

KAREN A. TREADUP
DEPUTY SUPERINTENDENT

ANDREW O'LEARY
ASSISTANT SUPERINTENDENT OF FINANCE & OPERATIONS

HEATHER EMSLEY
EXECUTIVE DIRECTOR OF HUMAN CAPITAL SERVICES

JENNIFER FERLAND
EXECUTIVE DIRECTOR OF STRATEGIC INITIATIVES & PARTNERSHIPS

SANDRA FORD
EXECUTIVE DIRECTOR OF SPECIAL EDUCATION & STUDENT SERVICES

SONIA WALMSLEY
EXECUTIVE DIRECTOR OF EDUCATIONAL ACCESS & PATHWAYS

MEMORANDUM

To: Mayor Jonathan Mitchell

From: Superintendent Thomas Anderson

Date: April 23, 2020

Subject: Requesting authority to issue an RFP to purchase a new site for the New Bedford Public Schools' Central Kitchen

The New Bedford Schools Food Service program has outgrown its existing Central Kitchen space and wishes to move to a new building while remaining centrally accessible to all schools. The existing Central Kitchen is located in the basement of the Paul Rodrigues Administrative Building and must get food deliveries transported through a window and a conveyor belt. The equipment has outlived its useful life expectancy and new equipment is needed. Because the older schools lack the space to prepare meals, many of our newer schools have been making lunches for one or more of the older schools. This has been a patchwork process and lacks efficiency. At the Central Kitchen, we currently prepare 5,000 meals per day but if we take back preparation of the meals prepared by some of the newer schools to be done at the Central Kitchen, we will be preparing approximately 7,500 meals per day.

The Food Service Program is self-sufficient within its budget. The majority of its funding comes from the USDA and from the State. During the last two school years the following revenue and expenses were recorded:

Year	Revenue	Expenses	Balance
2017-2018	\$10,149,552	\$8,145,006	\$2,004,546
2018-2019	\$10,211,855	\$8,679,884	\$1,531,970

The year-end balance at the end of the 2019 was \$8,679,884. The Food Service department can use this balance towards new equipment, planning and design of a new Central Kitchen, and new equipment for our schools. USDA regulations prohibit the Food Service program from purchasing a new Central Kitchen facility, but rent payments are permissible.



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Staff has developed a financial plan, attached, which envisions the purchase of a new Central Kitchen facility by the City. The Food Service program and the City would then execute a Memorandum of Understanding setting annual rent for the facility at an amount that would fully offset the City's debt service expenses.

The preferred building will be between 15,000 and 20,000 square feet in size, contain a loading dock, be centrally located, made up of one parcel, adjacent to highways, and include parking for at least 34 vehicles, plus have the ability to receive on-site and unload a tractor trailer combination with a 53' trailer without street obstruction or backing in and out of the street delaying traffic. We estimate that a suitable facility could be purchased for \$1,000,000, and the preparation of the facility so it would be ready for installation of new Food Service Equipment for \$1,000,000 which would incur \$180,000 in annual debt service over a period of 20 years.

I respectfully request that the inclusion of an item in Mayor's Papers for an upcoming City Council meeting to request the Property Committee to authorize an RFP. A draft is attached for your review.

Thank you for your consideration.



Architectural Consulting Group

March 4, 2020

Dr. Barry Rabinovitch
School Building Facilitator
New Bedford School Department
PRAB Building
455 County St.
New Bedford, MA 02740

Dear Barry,

Pursuant our discussion , we are pleased to submit this summary estimate of work required to rehabilitate a standing structure of approximately 15,000 to 17,000 sq. ft. Certain assumptions have to be made at this point due to the uncertainty of the actual physical attributes of buildings that will be offered in response to the published RFP. In this regard, we take for granted that the most common construction of this size in New Bedford would be found in mill construction and be of wood timber, post and beam, steel, and load bearing masonry.

Realizing that the age of construction of these types of structures date from post 1900 through pre 1950. We know by experience that there will be certain hazardous construction materials used in those years that will need to be abated. We find these materials currently in all the school and municipal buildings we have been involved with, and remediation is quite common and easily performed. While there is an added cost to this process, we find that overall it is less costly to find a suitable "standing structure" and rehabilitate it rather than trying to procure vacant land and construct a new building.

New comparative construction costs are typically running around \$350.00 per square foot. Calculated by the 15,000 sq. ft average would result in construction cost of almost 6 million dollars plus land acquisition, regulatory approvals, soft costs for engineering, design, architectural, etc. which would add an additional 1 million dollars.

In comparison, finding a suitable space on a suitable site will alleviate a lot of cost associated with a new construction project. First and foremost, the building will have to be abated, and fit up to meet the requirements. This would entail electrical, plumbing, HVAC, Fire Protection, security, envelope, etc. Most of the City services and public utilities would already be into the building saving those costs.

Below is a rough estimate of anticipated cost to refurbish our "assumed" building of sixteen thousand sq. ft

1. Site work:	Construct depressed loading dock	\$ 30,000.00
2. Paving:	Needs only touch up and patching	10,000.00
3. Structural repairs:	Repointing select areas	35,000.00
4. Windows and Doors:	Doors and windows	50,000.00
5. Interior plumbing:	Floor drains, waste lines, water supply lines	85,000.00
5. HVAC:	New a/c and heat system	120,000.00
6. Electrical:	600 Amp service, general wiring	130,000.00
7. Fire Protection:	Revamp existing working system	60,000.00
8. Energy saving:	Added insulation	35,000.00
9. Abatement	Remove hazardous construction material	75,000.00
10. Utility upgrades	As required	50,000.00
11. Interior Fit-up	Repartitioning, office space	170,000.00
12. Finishes:	Drywall, Durable surfaces, painting	140,000.00
13. Flooring	Epoxy coatings and VCT/Carpet as required	80,000.00
14. Contingency	Miscellaneous	35,000.00

Total construction cost 1,105,000.00

Land acquisition cost	1,000,000.00
Architect/Engineering	100,000.00
OPM Fees/ Monitoring	100,000.00
Design Contingency 5%	55,000.00
*Total acquisition and fit up ready for use	\$2,360,000.00

*Does not include FF&E cost which are from a different budget for this purpose

Office Furniture
 Kitchen Line Equipment
 Pots, Pans, Disposables
 Freezers/ Coolers
 Range Hoods, Ansel systems
 Storage Racks
 Forklifts

Estimate is based on RS Means Estimating and known historic costs. Construction costs have a variable as to time actual construction is accomplished. An escalation increase adjustment may add 1.5% to 2.0% annually. No guaranty is given that these numbers will fit all buildings of 16,000 sf. In all cases, local economy also plays a part in the final bid you might expect.

Respectfully Submitted,

Michael W. Josefek, AIA, LEED AP, CSI, MCPPO
President
Architectural Consulting Group, Inc.
2206 Acushnet Ave
New Bedford, MA 02745
774 202 7991
acg@acgpm.com



**New Bedford Public Schools Request for Proposals RFP
#NBSFSD-FY20-001 -Site Rental**

The New Bedford Public Schools Food Service Department hereinafter referred to as (NBSFSD) through its Procurement Office is seeking a new Central Kitchen Facility. The NBSFSD has outgrown its existing Central Kitchen space located at the Paul Rodrigues Administration Building and wishes to move to a new building while remaining central to all schools.

To accommodate a new workspace the preferred building will be at least 5,000 square feet in size, contain a loading dock, be centrally located and made up of one parcel. It should be located near the center of New Bedford. The NBSFSD will entertain proposals for renting with an estimated cost of on or about Five Thousand dollars (\$ 5,000/Month) as long as the property is free of debts, obligations, liens, or other encumbrances (financial or otherwise) at the time of delivery but would accept a gift property. Ideally, the NBSFSD wishes to settle on a property and close on the transaction as soon as reasonably possible. rental may be extended to _____, 2020.

As of 8:00 AM on _____2020, copies of this RFP for New Bedford Schools Food Service Department Site Acquisition may be obtained electronically by Molly Gilfeather, Director of Purchasing at the City of New Bedford at Molly.Gilfeather@newbedford-ma.gov or by phone at 508-979-1432.

Sealed proposals will be received at the Purchasing Office located at the City Hall at 133 Williams St., room 208 in New Bedford until 11:00 AM on Monday _____, 2020. Late submittals will not be accepted. After the closing time, the Interested Party submittals will be opened for the sole purpose of recording the names of the Interested Parties submitting.

**RFP # NBSFSD -FY20-001 General Conditions and
Requirements New Bedford School Department
Food Service Department Site Rental**

- 1 **Proposal Rules** This proposal is solicited and will be awarded pursuant to the rules set forth in Chapter 30B of the Massachusetts General Laws.
- 2 **Proposals** must be submitted in a sealed envelope marked "**New Bedford School Department Food Service Department -Site Rental Proposal**" and addressed to the **New Bedford Purchasing Department, 133 Williams ST. Room 208, New Bedford, MA 02740** and endorsed "**RFP # NBSFSD -FY20-001 New Bedford Food Service Department – Site Rental**". Proposals will be accepted until **11:00 AM on Monday _____, 2020.**
- 3 **Reviewing Period** All proposals meeting proposal requirements and conditions may be held by the New Bedford Public Schools Food Service Department for a period not to exceed sixty (60) business days from the date of the opening of proposals for the purpose of reviewing the proposals and investigating the qualifications of proposers prior to the awarding of the contract.
- 4 **Basis of Proposal Award:** The NBSFSD shall award to the responsible and responsive proposer submitting the proposal considered most advantageous, taking into consideration the proposal's criteria and price. The NBPA will evaluate the relative merits of the proposals. Upon a decision on the most advantageous proposal, the NBPA will enter into negotiations for a rental agreement.
- 5 **Cost to the NBSFSD :** The NBSFSD will entertain proposals for rental as long as the property is free of debts, obligations, liens or other encumbrances (financial or otherwise) at the time of delivery but would accept a steeply discounted or gift property.
- 6 **Evaluation of Proposal:** The Committee shall evaluate each proposal's comparative evaluation criteria. The Committee shall assign a rating system to each criterion. The Committee shall then take into consideration the prices and decide the best overall proposal. The best overall proposal is not necessarily the proposal receiving the highest rating for the "Comparative Evaluation Criteria" or the proposal with the most inexpensive terms. The documented results shall then be submitted to the NBSFSD who will make the award based on the evaluation.
- 7 **Compliance with Applicable Laws** The contract shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts. The proposal must comply with all Federal, State, and municipal laws, ordinances, rules and/or regulations.
- 8 **Questions and Interpretations** Questions about this RFP must be submitted in writing and sent electronically via email no later than Wednesday _____ 2020 and directed to Molly Gilfeather at Molly.Gilfeather@newbedford-ma.gov In the subject line of the email

RFP # NBSFSD -FY20-001 -Site Rental

put “RFP # NBSFSD -FY20-001, Questions – NBSFSD Site Rental”. All submissions must contain the name of the person asking the question, company name, address, phone number and email address. Failure to provide the correct information in the email will deem the question unanswerable, and it will not be considered as part of any addenda. Responses will be forwarded to all bidders in the form of addenda.

9. Certification of Non-Collusion and Tax Attestation Form All proposers must sign the attached forms (Attachments B & C) regarding Massachusetts State tax returns and certificate of non-collusion.

10. Disclosure of Beneficial Interests The selected proposer will be required to submit a disclosure of beneficial interests to the Division of Capital Asset Management and Maintenance (DCAMM). A copy of the form is contained in this document as Attachment D.

11. Costs of Preparing Proposals All costs involved in preparing the proposal submittal will be borne by the proposer. The NBSFSD will not be liable for any costs associated with the creation of the proposal submittal or any supporting documents.

12. Corrections Erasures or other changes in the proposal must be explained or noted over the signatures of the proposer.

13. Conflict of Interest The applicant agrees to the extent that such law is applicable to the duties it is to perform hereunder, it will comply with the provisions of Chapter 286A of the General Laws concerning conflict of interest. The proposer covenants that it presently has no interest and shall not require any interest, direct or indirect which would conflict in any manner or degree with the performance under the agreement. No employee of the NBPA and no public official who exercises any function or responsibilities in the review or approval of the undertaking or carrying out of this agreement shall participate in any decision relating to this agreement which affects his personal interest or the interest of any corporation, partnership, or association in which he is directly or indirectly interested or have any financial interest, direct or indirect in this agreement or the proceeds thereof.

14. Signature All proposals shall be complete, factual, and signed by an authorized officer of the proposer's company on the appropriate page(s) and the front of the cover sheet.

15. Number of copies One original and one (1) copy of the proposal must be submitted to Molly Gilfeather, Director of Purchasing, City of New Bedford

16. Place and Time to Submit Proposals Sealed proposals will be received at the current Purchasing Department office located at 133 Williams St. room 208, New Bedford, MA 02740 until 11:00 AM on Monday _____, 2020. Late submittals will not be accepted. After the closing time, the Interested Party submittals will be opened for the sole purpose of recording the names of the Interested Parties submitting.

17. Waiver The NBPA reserves the right to reject any and all proposals, or to waive any informality in the proposal process, if deemed in the NBSFSD's best interest.

18. Modifications A proposer may correct, modify, or withdraw a proposal by sealed, written notice clearly marked as a correction, modification, or withdrawal and received at the

RFP # NBSFSD -FY20-001 -Site Rental



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

June 18, 2020


City Council President Joseph P. Lopes and
Honorable Members of the City Council
133 William Street
New Bedford, MA 02740

Dear Council President Lopes and Honorable Members of the City Council:

I am submitting for your approval an ORDER that the City of New Bedford, acting through its City Property Committee, issue an RFP for the purpose of acquiring a new site for the City of New Bedford Public Schools' Central Kitchen, in substantially the same format as attached hereto.

I have attached correspondence from Superintendent of Schools Thomas Anderson regarding this request.

Sincerely,



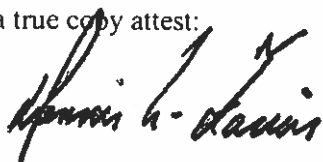
Jon Mitchell
Mayor

IN CITY COUNCIL, June 25, 2020

Referred to the Committee on City Property.

Dennis W. Farias, City Clerk

a true copy attest:



City Clerk



Change on

CITY OF NEW BEDFORD

#1a.

CITY COUNCIL

June 25, 2020

ORDERED, that, the City of New Bedford, acting through its City Property Committee, issue an RFP for the purpose of acquiring a new site for the City of New Bedford Public Schools' Central Kitchen, in substantially the same format as attached hereto.

IN CITY COUNCIL, June 25, 2020

Referred to the Committee on City Property.
a true copy attest:

Dennis W. Farias, City Clerk

City Clerk