

REQUEST FOR PROPOSALS

Children's Friend Sunshade Removal & Installation Various Locations



July 29, 2026

CHILDREN'S FRIEND

153 Summer Street
Providence, RI 02903
www.childrensfriendri.org
T. 401-276-4300

Children's Friend invites Contractors to submit a formal proposal on the form attached as Schedule A for the removal of eleven (11) and re-installation of eleven (11) Sunshade Fabric Tops and one (1) Large Party Tent.

The Contractor will remove eleven (11) and re-install eleven (11) Sunshade Fabric Tops at the following locations:

- 70 Union Avenue, Providence, RI 02909
- 99 Berkshire Street, Providence, RI 02908
- 12 Carter Street, Providence, RI 02907
- 621 Dexter Street, Central Falls, RI 02863
- 220 Elmwood Ave, Providence, RI 02907 (addition of a 12' X 12' single-post offset Cantibrella sunshade in Summer 2024)
- 350 Point Street, Providence, RI 02903
- 350 Point Street, Providence, RI 02903 (addition of a 12' x 12' single-post offset Cantibrella sunshade in Fall 2024 on new infant toddler playground)
- 550 Hartford Ave, Providence, RI 02909 (addition of a 16' X 16' single-post offset Cantibrella sunshade and a 20' X 20' single-post offset Cantibrella sunshade in Summer 2024)
- 72 King Street, Providence, RI 02909 (addition of a 14' x 20' eave hanging cantilever sunshade in Spring 2025)
- Tempo (addition of a 20' x 26'8" x 20' 1-sail sunshade structure in Fall 2024)

The Contractor will remove one (1) and re-install one (1) Large Party Tent at the following location:

- 124 Summer Street, Providence, RI 02903

Removal will occur in Fall 2026 and installation/re-installation will occur in Spring 2027. The agency will notify the Contractor when removal and re-installation is needed. The Contractor will remove and re-install within fourteen (14) days of receiving notification from the Agency.

Sunshade Fabric Tops and Large Party Tent will be stored at our 124 Summer St. location. The Contractor will be responsible for returning the sunshades to 124 Summer St. following removal from each site in Fall of 2026 and for retrieving the sunshades from 124 Summer prior to installation at each site in Spring of 2027.

* The Contractor must pay prevailing wages in accordance with the Bacon-Davis Act.

Bid Questions: Questions pertaining to this RFP are to be submitted to: Shelli Schofield at bids@cfsri.org no later than **Wednesday, August 5, 2026, by 4:00 PM EST**. Any questions received after that period will not be addressed. Responses to questions prior to the deadline will be e-mailed to all Request for Proposal (RFP) holders.

Bid Due Date: Bids for the project are to be submitted as a PDF attachment to: Shelli Schofield at bids@cfsri.org no later than **Wednesday, August 12, 2026, by 4:00 PM EST**. No bid will be accepted after that time and date.

The Contractor must submit a COI with the following coverage and maintain that coverage for the life of any resulting contract.

1. Comprehensive and general liability coverage in the amount of \$2,000,000 in the aggregate and \$1,000,000 per occurrence; this coverage must be written on an occurrence form.
2. Excess liability Coverage in the amount of \$1,000,000.
3. Workers Compensation Coverage, as Statutory by the State of Rhode Island for all employees. Employer's Liability coverage on the Workers' Compensation policy shall be written in the minimal amount of \$500,000.
4. Comprehensive Automobile Liability Coverage, in an amount of not less than \$1,000,000, shall be maintained.
5. Insurance against Loss and/or Damage to fixtures, furnishings, equipment and other personal and business property of contractor and the owner upon the premises by fire or other such casualty as may be generally included in the usual form of extended coverage in an amount equal to the replacement costs of such property.

The following policies shall name Children's Friend as an Additional Insured: Comprehensive and General Liability, Excess Liability/Umbrella, Comprehensive Automobile Liability.

Children's Friend reserves the right to decline incomplete Proposals. Children's Friend also reserves the right to request additional data or material at any time. All Proposals shall be submitted at no cost to Children's Friend and shall become the property of Children's Friend.

All information presented in this RFP, including information subsequently disclosed by Children's Friend during the proposal process, shall be considered confidential and should not be released to third parties. The issuance of a proposal by prospective Contractors does not constitute in any way the issuance of a contract or intent to enter into a contract.

Children's Friend is committed to a policy of providing equal job opportunities and prohibiting discrimination against any employee, applicant or subcontractor because of age, color, creed, handicap condition, marital or parental status, national origin, race, sex, veteran status, or political opinion or affiliation. The Respondent shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their age, color, creed, handicap condition, marital or parental status, national origin, race, sex, veteran status, or political opinion or affiliation. Such action shall include, although not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Children's Friend looks forward to reviewing your response and would like to thank you in advance for your participation. We appreciate and value your input, expertise, and feedback.

END OF RFP

The Contractor, in response to this RFP, is requested to submit its proposed terms as follows:

Location	Removal Fall 2026	Re-Install Spring 2027
Althea	\$	\$
Berkshire	\$	\$
Carter	\$	\$
Dexter	\$	\$
Dorcas	\$	\$
Friendship (12' X 12')	\$	\$
Friendship	\$	\$
Hartford (16' X16')	\$	\$
Hartford (20' X 20')	\$	\$
King	\$	\$
Tempo	\$	\$
Party Tent 124 Summer	\$	\$

Total Cost: \$_____

Proposals should include all costs associated with returning the sunshades to 124 Summer after Fall 2026 removal and retrieving sunshades from 124 Summer prior to Spring 2027 installation/re-installation.

The Agency reserves the right, at its sole discretion, to add, remove, or exclude any listed site from the scope of work for either the Fall 2026 removal, the Spring 2027 reinstallation, or both. No service shall be performed at a site unless authorized by the Agency, and the Contractor shall invoice only for services actually performed. No payment will be made for removal or reinstallation at sites where the Agency has elected to forgo such services.