Background

Local Initiatives Support Corporation (LISC)
LISC’s mission is to forge resilient and inclusive communities of opportunity across America - great places to live, work, visit, do business and raise families. Since our founding in 1979, LISC has done this by working closely with residents and partners to drive investment, programs and policy changes that catalyze economic, health, safety and educational mobility for individuals and communities. Supporting place-based, community-oriented strategies that address root cause issues and build cohesion across diverse groups is fundamental to our approach. Today, LISC’s 35 local offices and rural program reach nearly 2,100 counties across 45 states. With its affiliates the National Equity Fund (established 1987), New Markets Support Company (2003) and immito (2018), LISC has invested $20 billion and leveraged that amount three times over to support affordable housing; community leadership development; education; quality jobs; financial stability; access to primary health care; healthy food; and safety. Leveraging its S&P AA- rating, LISC continues to pursue financing innovations for community development and partner with diverse entities to address the inequities amplified by the COVID-19 pandemic. Learn more at www.lisc.org.

LISC Engagement in Child Care and Early Learning
LISC is the only Community Development Financial Institution (CDFI) and non-profit intermediary with a national reach relative to early learning facilities and community development. Over the past two decades, LISC has invested more than $62 million, leveraging an additional $250 million for the development of new, high quality early learning environments for more than 25,000 children. We have worked in 26 states, supporting all types of providers in diverse geographies. Our expertise includes operating intensive, focused state-wide early learning facilities funds in places like Rhode Island, conducting comprehensive facility needs assessments and consulting with state governments to develop strong facility strategies based on local market needs. LISC also develops and disseminates technical resource materials with themes centered around child care facility design, development and financing. Additionally, across LISC’s network of local offices we often engage directly with developers and providers on complex real estate projects centered around growing access to quality child care. LISC serves as the co-chair to the National Children’s Facilities Network and has been an advocate, thought leader and resource to the field around early learning facility policy, financing and practice for more than two decades.

LISC is seeking consultants to support our breadth of work over the next 18-24 months. This will be for specific projects as well as general consultative services as described in this RFQ and for future targeted projects which may arise from time to time.
We encourage those with some or all of the following qualifications to submit information noted no later than **Friday, October 8, 2021 at 5pm EST** for consideration for work contemplated through December, 2022. We intend to select from this pool of pre-qualified candidates for future projects and opportunities. If you have questions, or would like any additional clarification on the above, please contact Cecille de Laurentis at [CdeLaurentis@lisc.org](mailto:CdeLaurentis@lisc.org).

**Desired Qualifications**

- Prior experience in the design of child care or early childhood facilities. If firm has no prior experience with this specific facility type, be able to show examples of work you believe to be highly relevant
- Prior experience that would provide the basis for a sound understanding of key attributes to be considered when designing spaces for very young children
- Prior experience developing and delivering training programs
- Prior experience developing technical resource materials, writing publications, etc.
- Demonstrated experience working within dynamic environments on tight time tables
- Prior experience working with nonprofit organizations, state governments, educational institutions or other related entities
- Ability to navigate code and regulations across geographies
- Ability to provide excellent references

**Under Qualifications Response, Please Also Note:**

- If the firm is a Minority or Woman Owned Business
- In which states you are licensed to practice

**Project Scope**

LISC is seeking to identify one or more experienced architects to consult on various projects. Examples of current and anticipated projects include:

- Conduct highly informative case studies to closely analyze child care facility (physical space) needs, including but not limited to the impact of COVID on child care infrastructure and real estate in Rhode Island and other geographies as requested (note that 2-3 case studies for Rhode Island will need to be completed in a short window, with completion by January 2021). These case studies may include presentations and Q&A with child care partners, as part of the training described below.
- Work in partnership with LISC team to develop and deliver training programs to audiences who may include: developers, architects, child care providers, advocates, and funders. Develop video or written training components for online modules.
- Work in partnership with LISC team to conduct background research and develop content for a variety of thought-leadership pieces and technical guides or briefs.
- Work in partnership with LISC team to develop methodologies for describing space needs and corresponding costs associated with increasing supply of quality child care options in various geographies. This may include developing a tool to estimate potential square footage costs and timelines for project development.
• Work in collaboration with LISC staff and partners to offer technical/consultative services on child care projects in various markets.
• Other related assignments as they arise.

Respondents need not be interested in all of the above types of activities, but, when responding should indicate the types of work they would be most interested in engaging with. All final details of consultant engagement will be negotiated with pre-qualified consultants and matched to tasks best suited to their skillset and availability.

Proposal Content

In your response to this Request for Qualifications, please minimally provide the following information:

Statement of Qualifications:
1. A description of your practice or firm, including the qualifications of the principal of the firm, as well as the architect or building/design professional who will serve as the primary contact with LISC. If any portion of services will be sub-contracted, include a description of how those sub-contractors will be selected.
2. An overview of the respondent’s specific prior experience in the design of early childhood facilities, including a list and description of noteworthy projects. If the respondent has no prior early childhood facility experience a description of the type(s) of prior projects that most closely align with the size, scope and complexities of these projects. This could include experience working with other particular and unique construction types such as historic preservation or adaptive re-use projects.
3. An overview of any particular or unique attributes that the firm brings to this assignment, including experience delivering training, developing technical materials, providing consulting services, performing specialized models for cost estimating or developing case studies, particular expertise in navigating a myriad of codes and regulations, etc. (e.g. building and fire code, child care licensing regulations, quality initiatives, town zoning ordinances, etc.)
4. Please indicate in which states you or your firm are licensed to practice.
5. Three references who can comment on the respondent’s qualifications based on previous experience as clients on similar projects.

Cost Proposal: Please provide an hourly or daily rate or other relevant cost proposals for the respondent’s consulting services and any other relevant terms, fees, etc. that might affect the total cost of services. Utilizing the framing of anticipated projects detailed above describe how the individual or firm would go about determining a final fee structure (e.g. project based billing, hourly billing, etc.) and provide any additional details regarding to payment terms and conditions that the consultant would require.

Selection Process
All proposals will be reviewed by LISC. Submission of a proposal in response to this RFQ reflects permission from the respondent for LISC to contact the references supplied as well as to make other inquiries that will enable LISC to assess the capacity of the respondent for one or more of the tasks.
described in this RFQ. Responding to this RFQ provides no guarantee that services will be contracted immediately or in the future. In evaluating selection of consultants LISC will consider any and all of the following:

- Proposal Presentation – The information is presented in a clear, logical manner and is well organized.
- Firm or individual clearly demonstrates an understanding of the work, has relevant experience and presents a logical approach to completing assignments
- Firm or individual has done prior work with high applicability to this project
- Responsiveness of Proposal to the Specifications set forth in this RFQ
- Value/Pricing Structure and Price Levels
- Availability
- Ability and Willingness to Comply with Funding Source Requirements (set forth in attached Appendix I: Requirements for Compliance with Federal Funding Source)

**Submissions**

Submissions will be received on a rolling basis through **Friday, October 8, 2021 at 5pm EST**. The RFQ may also be modified by addendum and/or a replacement RFQ. LISC may award contracts to multiple entities, in accordance with program needs. In addition, LISC reserves the right to reject any submission as nonresponsive if compliance with the specifications is not clearly evident; to waive any informality, reject any and all submissions, or accept a submission in whole or in part, if deemed to be in the best interest of LISC.

**Contract for Services and Notification**

Formal scopes of work and project timelines will be negotiated on a project-by-project basis. Additional information may be required.

**Submission Instructions**

Electronic responses should be sent to Bevin Parker-Cerkez at BParkerCerkez@lisc.org and Cecille de Laurentis at CdeLaurentis@lisc.org.

We are available to meet with potential consultants to discuss the project and desired consultant activities in greater details. For questions, or to schedule a time to connect, please reach out to Cecille de Laurentis at CdeLaurentis@lisc.org.
Appendix I: Requirements for Compliance with Federal Funding Source

All contracts funded with federal funds, including small purchases, shall contain, and each consultant selected for an engagement must be able to comply with, the following provisions as applicable:

1. Contracts in excess of the small purchase threshold shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies in instances in which a contractor violates or breaches the contract terms, and provide for such remedial actions as may be appropriate.

2. All contracts in excess of the small purchase threshold shall contain suitable provisions for termination by the recipient, including the manner by which termination shall be effected and the basis for settlement. In addition, such contracts shall describe conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

3. Except as otherwise required by statute, an award that requires the contracting (or subcontracting) for construction or facility improvements shall provide for the recipient to follow its own requirements relating to bid guarantees, performance bonds, and payment bonds unless the construction contract or subcontract exceeds $100,000. For those contracts or subcontracts exceeding $100,000, the applicable federal agency may accept the bonding policy and requirements of the recipient, provided such federal agency has made a determination that the Federal Government's interest is adequately protected. If such a determination has not been made, the minimum requirements shall be as follows:
   (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder shall, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.
   (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
   (c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by statute of all persons supplying labor and material in the execution of the work provided for in the contract.
   (d) Where bonds are required in the situations described herein, the bonds shall be obtained from companies holding certificates of authority as acceptable sureties pursuant to 31 CFR part 223, “Surety Companies Doing Business with the United States.”

4. All negotiated contracts (except those for less than the small purchase threshold) awarded by recipients shall include a provision to the effect that the recipient, the applicable federal agency, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts
and transcriptions.


6. Copeland “Anti-Kickback” Act (18 U.S.C. 874 and 40 U.S.C. 276c)—All contracts and subgrants in excess of $2000 for construction or repair awarded by recipients and subrecipients shall include a provision for compliance with the Copeland “Anti-Kickback” Act (18 U.S.C. 874), as supplemented by Department of Labor regulations (29 CFR part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

7. Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7)—When required by Federal program legislation, all construction contracts awarded by the recipients and subrecipients of more than $2000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction”). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

8. Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333)—Where applicable, all contracts awarded by recipients in excess of $2000 for construction contracts and in excess of $2500 for other contracts that involve the employment of mechanics or laborers shall include a provision for compliance with sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR part 5). Under section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases
of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

9. Rights to Inventions Made Under a Contract or Agreement—Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

9. Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended—Contracts and subgrants of amounts in excess of $100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).


11. Debarment and Suspension (E.O.s 12549 and 12689)—A contract award with an amount expected to equal or exceed $25,000 and certain other contract awards (see 2 CFR 180.220) shall not be made to parties listed on the government-wide Excluded Parties List System, in accordance with the OMB guidelines at 2 CFR part 180 that implement E.O.s 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), “Debarment and Suspension.” The Excluded Parties List System contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than E.O. 12549.

12. Subaward Reporting. LISC may be required to report awards of contracts using certain federal funds in the federal government-wide website www.fsrs.gov or its successor system. Starting with awards made October 1, 2010, prime financial assistance awardees (such as LISC) receiving funds directly from a federal agency are required to report subawards and executive compensation information both for the prime award and subaward recipients, including awards made as pass-through awards or awards to vendors, where both the initial award is $25,000 or greater or the cumulative award will be $25,000 or greater if funded incrementally as directed by the applicable federal agency in accordance with OMB guidance. If subaward recipients’
executive compensation is reported through the Central Contractor Registration (CCR) (now the System for Award Management (SAM)) system, the prime recipient (i.e. LISC) is not required to report this information. The reporting of award and subaward information is in accordance with the requirements of Federal Financial Assistance Accountability and Transparency Act of 2006, as amended by section 6202 of Public Law 110-252, hereafter referred to as the “Transparency Act” and OMB Guidance issued to the Federal agencies on September 14, 2010 (75 FR 55669) and in OMB Policy guidance. If applicable, LISC would have until the end of the month plus one additional month after a subaward or pass-through award is obligated to fulfill the reporting requirement. Prime recipients (such as LISC) are required to report certain information pertaining to the consultant and/or the award for applicable subawards. This information will be displayed on a public government website pursuant to the Transparency Act.

13. Small Business Enterprises, Minority-Owned Business Enterprises, and Women-Owned Business Enterprises. LISC is committed to working with Small Business Enterprises (SBEs), Minority-Owned Business Enterprises (MBEs), and Women-Owned Business Enterprises (WBEs). LISC encourages submissions from SBEs, MBEs, and WBEs.

14. Intellectual Property. Any reports or other deliverables produced pursuant to a scope of work or contract will be the sole property of LISC (except to the extent rights are reserved by the applicable federal agency).