



SALVE REGINA UNIVERSITY

REQUEST FOR PROPOSAL Audio Visual and Network Cabling Design-Build New Student Center “Papitto” Pavilion

Proposal Due Date: September 5th, 2025

Proposal Due Time: 1:00PM EST

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Project Overview

Project Name: Audio Visual and Network Cabling Design-Build; New Student Center “Papitto” Pavilion

Project Location: Papitto Pavilion, Lawrence Avenue, Newport, RI 02840

Project Duration: July 2025 – July 30th, 2026

Project Objective: Design/Build audio visual system, and network cabling for new Student Center.

About Salve Regina University

Salve Regina University, herein after referred to as the "University", or “SRU”, invites qualified and experienced Design/Build firms to submit their proposals for the installation of Audio/Visual systems and network cabling infrastructure within the new Student Center “Papitto” Pavilion being constructed on campus. This Request for Proposal (“RFP”) outlines the requirements and specifications for the services.

From our cornerstone mercy mission to the classic ideals of our liberal arts approach, tradition matters at Salve Regina. It’s woven throughout our 80-acre campus, embedded in our historic buildings, and infused in the culture of Newport, Rhode Island.

Tradition at Salve Regina means we remember where we began. Since our founding by the Sisters of Mercy in 1934, we have grown to a community of more than 2,800 undergraduate and graduate students who proudly carry forward our mission in their personal and professional lives. Fully accredited by the New England Commission of Higher Education, we are committed to fueling the imagination and encouraging the academic ambitions of our bright and curious students.

Request for Proposal Schedule and Contact Information

100 Ochre Point Avenue Newport, RI 02840

www.Salve.edu

Release Date: 8/25/2025

Deadline for Submission: 09/05/2025

Point of Contact: Salve Regina Purchasing Office

Email Address: purchasingoffice@salve.edu

Phone Number: 401-341-2343

Scope of Work

Salve Regina University invites proposals from qualified vendors for the design, procurement, installation, and commissioning of Audio Visual (AV) and network cabling systems for the new Student Center Pavilion, opening in Fall 2026.

This project requires a vendor/consultant capable of providing a turnkey design-build solution that ensures high-quality, reliable, and user-friendly AV capabilities for a variety of academic, cultural, and social events, while remaining consistent with the University's existing AV standards.

- **Building:** New freestanding Student Center Pavilion
- **Size:** 5,560 sf (including a 2,700-sf event space)
- **Construction Start:** July 2025
- **Construction Completion:** July 2026

The university has compiled the following descriptions for use cases that we wish to address with the installed system.

- **Workshop and training sessions** (for students, staff and faculty as well as possible corporate events & conferences)
- **Panel discussions & debates** (educational & academic events)
- **Film screenings** (entertainment & cultural events)
- **Gala dinners & banquets** (social & private events)

To accommodate the expected events, the following A/V requirements and functionality shall be included in the design and installation.

- **Visual displays:** Multiple display locations to allow for optimum viewing from entire seating area, and to allow presentation of both content and/or presenter, as well as other video participants in a virtual meeting. "Front" of the room has been identified as the interior wall between the back of house and the event space. See floor plans.
- **Audio Speakers:** Throughout the space for even distribution of sound. Assisted listening system capability (ADA).
- **Audio microphones:** At least six wireless microphones that can be used throughout the space in different configurations.

- **Visual Cameras:** At least one camera to capture presenter/stage.
- **Visual Lighting:** Adequate lighting for presenters at stage/front of room location or ability to provide multiple location options.
- **Control Programming:** Different types of events will require different control settings for displays, microphones, speakers, cameras, etc.
- **AV Infrastructure:** Power, data, and low voltage wiring to support the AV equipment will need to be identified and incorporated into the building design.
- **Network Infrastructure:** network cabling, wireless access points, and data jack installation will be required.
- **Storage:** The building has minimal storage available, so consideration of what equipment storage or transportation needs are will be important.
- **Stage (Owner supplied):** The term stage is used loosely to reflect a movable riser for presenters or panel members to be located at the “front” of the event space.

Technical Specifications

Equipment, Cable, and Supply Procurement:

- Procure all necessary equipment, cabling, and associated supplies to comply with identified project needs (see Campus Standards, below)

Installation Services:

- Install all necessary equipment, cable, and supporting supplies
 - All cables that are terminated to the IT Closet Rack and are intended for AV use, will need to be terminated to the designated AV patch panel.
- Testing and validation of all installed equipment, cables and supplies.
- Documentation of installation diagrams, and testing results

Campus Standards

To ensure consistency, interoperability, and simplified support across campus, all proposed solutions must use or fully integrate with the following technologies. Equivalent substitutions will only be considered if they demonstrate clear compatibility with existing systems.

Category	Preferred / Existing Standard	Notes / Application
Control & Switching	Crestron	Standard in lecture halls and classrooms for control/integration
Audio Processing / DSP	QSC	Backend for multi-room integration projects
Microphones	Shure and Sennheiser (wired & wireless)	Used across classrooms, lecture halls, and events
Speakers	JBL (classrooms/lecture halls) Danley (large projects)	Selection based on room size and acoustic requirements
Recording Technology	Epiphan	Lecture capture and event recording
Cameras	Sony PTZ	Standard for lecture capture and streaming
Displays	LG and Samsung	Wall-mounted and free-standing displays
Computers	HP (Windows-based)	University standard for desktops and laptops
Tablet Control	Apple iPad	Primary interface for Crestron control systems
Projection	Sony Projectors	Standard for classrooms and lecture halls
Projection Screens	Da-Lite	Paired with Sony projectors
Mixing Consoles	Mackie	Used for live event audio mixing

Network Design Requirements

- Cable must be Cat6A to support up to 90W POE
- Termination at the rack should be clearly identifiable, either by color or another means.
- All cabling/jacks need to be clearly labeled
- The contractor shall coordinate with the Salve Network Services Team and Facilities Team for access to Network Closets and Racks.

Warranty and Support:

- Provide comprehensive documentation, including wiring diagrams and warranty information for services.
- Specify the support and maintenance services offered during the warranty period and the length of the warranty period.

Submission Requirements

Vendors are required to submit the following information/documents in a detailed proposal:

- **Cost Proposal.** A breakdown of all costs including supplies, labor, and any other associated expenses.
 - Pre-construction cost as a lump sum to coordinate with SRU to complete a design that meets the described needs within a reasonable budget. Shall include coordination meetings with SRU as well as the design team (DBVW Architects) and the construction manager (Farrar Associates) and related subs.
 - Design costs: include cost of preparing diagrams, spec sheets and floor plans for completion of the work.
 - An estimated budget cost for procuring the identified components of the project scope with an itemized list of components, your direct cost, and the proposed markup.
 - An estimated labor cost to install the identified scope, with a list of proposed hourly rates.
 - Proposed project timeline: Installation must occur between July 31st, 2025, and July 30th, 2026. Identification of underslab conduit locations will be required immediately.
- **Company Profile:**
 - Company background and history.
 - Relevant experience in providing similar cabling installation services.
 - References from at least one previous client for a similar project.
- **Proof of Insurance & Compliance:**
 - Provide a certificate of insurance coverage.
 - Confirm your company's compliance with all applicable laws, licensing, and regulations.

Evaluation Criteria

The University will evaluate proposals based on the following criteria:

- Compliance with specifications and requirements.
- Cost competitiveness and value.
- Vendor experience and references.
- Ability to meet proposed timeline and milestones.
- Warranty and support offerings.

Timeline

- **Release Date:** 08/25/2025
- **Questions Due:** Friday 8/29/2025 at 4pm
- **Responses to questions:** no later than Wednesday 9/3/2025 at 1pm
- **Submission Deadline:** Friday 09/05/2025 at 1pm
- **Vendor Selection:** 09/08/2025
- **Contract Award:** 09/09/2025
- **Project Commencement:** no sooner than 09/09/2025
 - Confirm underslab conduit requirements ASAP
- **Project Completion Date:** no later than 07/30/2026

No walkthroughs will be offered as this is a new construction project. Please review the project requirements and design documents (see Appendix 2) for project information.

How to Submit a Proposal

Proposals must be submitted electronically in PDF format to **purchasingoffice@salve.edu** no later than **1pm EST, September 5th, 2025**.

- Email subject line: " Audio Visual and Network Cabling Design-Build; New Student Center "Papitto" Pavilion RFP– Salve Regina University"
- Late responses may not be accepted.

Clarifications and Questions

All inquiries and requests for clarifications must be submitted in writing via email to **purchasingoffice@salve.edu** by end of day **08/29/2025**. The University will respond to all questions no later than 09/03/2025 at 1pm.

Confidentiality

All information submitted in response to this RFP will be treated as confidential and used solely for the purpose of evaluating vendor Proposals.

Proposal Review/Right to Reject

Proposals will be reviewed to verify they meet all specified criteria in this RFP. This may include contacting references furnished in the vendor's Proposal, requesting reports on the vendor's financial stability, conducting demonstrations of the vendor's proposed product(s) and service(s) and reviewing results of past awards to the vendor by the University. The University reserves the right to reject any or all Proposals received and to waive any irregularities or informalities in the Proposals.

Contractual Agreement

The selected vendor will be required to enter into a formal contract with Salve Regina University that outlines the terms and conditions of the engagement.

Conclusion

The University looks forward to receiving competitive Proposals from qualified vendors. By submitting a Proposal, vendors acknowledge their understanding and acceptance of the terms and conditions outlined in this RFP. The awarded contract terms and conditions will be separately documented.

Appendix 1: Supplemental information: Design and Construction Management teams

Current design and construction team members include:

DBVW Architects	Architect of Record
Wozny/Barbar & Associates, Inc.	MEP/FP
Sladen Feinstein Integrated Lighting	Lighting Design
Farrar & Associates, Inc	General Contractor
Commercial Electric, Inc.	Electrical Subcontractor

Appendix 2: Floor plans

See attached