

Request for Proposal Number: 13-29

Addendum 1

Date: April 26, 2013

Acknowledgment of Addenda

The undersigned acknowledges receipt of the following addenda to the bidding document:

**THE COMPLETED ACKNOWLEDGEMENT OF ADDENDA FORM
SHOULD BE RETURNED WITH BID RESPONSE PACKAGE: NOT
SENT TO RIPTA SEPARATELY**

NOTE: Failure to acknowledge receipt of all addenda may cause the bid to be considered non-responsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the bid.

Name of Bidder

Street Address

City, State, Zip

Signature of Authorized Official

Date

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Date: April 26, 2013

Attached please find the Minutes of the Pre-Proposal Meeting held April 26, 2013

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Minutes of Pre-Proposal Meeting

Date: April 26 2013

The meeting came to order at 1:02 p.m. Michael J. McGrane, RIPTA Contracts Manager welcomed all those present. Mr. McGrane introduced RIPTA Personnel present. Mr. McGrane gave a brief background of the specifications for the Proposal Package and the purpose of this meeting.

Michael McGrane cautioned prospective bidders to be diligent when completing the required forms, to pay attention to the details such as the required number of copies needed. Vendors need only to submit the required forms listed in the Proposal Package on page 43. Vendors having difficulty completing the required forms are encouraged to contact the Michael McGrane for guidance. He also cautioned bidders not to procrastinate when filling out the paperwork. RIPTA Staff have busy schedules, therefore may not always be available for last minute questions.

Michael McGrane also reminded those present to pay particular attention to the Insurance Requirements listed on Page 65 of the Proposal Package. They are not the same requirements utilized by other State Agencies.

Mr. McGrane reminded those present that in the event of an discrepancy between the written meeting minutes and verbal communication, the Written Meeting Minutes shall prevail.

Mr. Greg Nordin, RIPTA Project Manager gave a brief overview of the Project: RIPTA's R-Line is the first Rapid Bus Route in the state of Rhode Island. This project extends from downtown Pawtucket, through Providence to the Cranston border. This route will have a combination of shelters, benches, trash cans, bike racks, wayfinding signage, and public art. For this RFP, RIPTA is requesting the manufacture and delivery of all signage associated with the R-Line.

The meeting was opened to questions from the various participants:
Mr. Gary Bolduc of Poyant Signs raised the following questions

We have three drawings included with the bid form. Are these the only drawings available?

RIPTA Response: Currently, RIPTA only has these drawings available. The drawings are meant to be conceptual.

Are the green and black bands being painted by the shelter company?

RIPTA Response: These bands are considered part of the identification of the shelter. Painting them onto the shelter is not required, but it is expected that the selected applicant will work with the selected shelter manufacturer to ensure the bands are included in the final product.

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Are there specifications for the real time LED component that is being identified in the bid (manufacture, size, color, etc.)?

RIPTA Response: At this time, real-time panels are not included in the wayfinding totems. RIPTA will add this feature in the future. There is no additional information available as this product has not yet been chosen.

Could you please explain the Ship to Location?

RIPTA Response: RIPTA will work with a separate installer for the installation of the product. That installer will provide a storage location that the selected signage manufacturer will ship the product to. All product will be shipped to this location.

There are taller totems specified in the RFP, can they be wider also?

RIPTA Response: Yes, please provide sufficient information on why the dimensions were altered.

Can we proposed alternate materials?

RIPTA Response: No

Can you explain the quantities of the items.

RIPTA Response: The quantities listed are "up to" quantities. The final quantities will be determined by budgetary constraints and product price.

There being no further business, the meeting adjourned at 1:25p.m.

Respectfully submitted
Michael J. M^cGrane
Contracts Manager