



Department of Administration / Division of Purchases
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11 May 2012

Addendum # 6

LOI # 7449638

Title: A & E Services – Fine Arts Center @ URI.

Submission Deadline: 18 May 2012 @ 11:30AM (Eastern Time)

- This addendum posts 14 questions / responses discussed at the pre-submission meeting of May 2nd

- **RFLOI Clarifications and Revisions**

1. **Public Relations Materials:** Please include in the proposal submission a sample rendering from other project to depicting the style and quality of renderings that will be provided for the Fine Arts Center.

2. **Allowances:** The Phase I Allowances on page 16 of the RFLOI is changed as follows:

▶ Theater Equipment & Lighting consultant (in fixed fee)	
▶ Site survey	\$15,000
▶ Geotechnical investigation and report	\$10,000
▶ Destructive/Forensic testing services	\$20,000
▶ Audio/Visual Consultant	\$10,000
▶ Additional Services (per Article 4.3.1)	\$25,000
▶ Reimbursable expenses	<u>\$20,000</u>
Total	\$100,000

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Questions & Answers:

1. What base material will be made available to the selected team in terms of the topographic survey of the site showing contours, vegetation, above and below grade utilities, easements. We're assuming given scope item 4.1.4 Site Surveys under additional services that this information is not available and will be part of the architect's services. Please confirm.

Answer: URI has an AutoCad format site survey with topography that was created from aerial fly-over survey methods. An additional, more detailed site survey will be required for the project planning to include field topographic measurements, utility investigations, and other site data as recommended by the selected design team. As stated on page 16 of the RFLOI, the A/E's Phase I proposal fee shall include an allowance of \$15,000 to cover the additional service defined in draft contract article 4.1.4.

2. What base material will be made available to the selected team in terms of the existing as-built plans of the 1966 building and its 1971 addition. Are these in CADD? While the plans provided as an attachment appear to be complete, it is difficult to determine their level of accuracy. Some of the drawings are dated 2007, while the majority of others are dated 1996. Were there programmatic or system changes done in 2007 and hence certain drawings were updated? Will architect be expected to provide field verification? We are assuming given Item 4.1.3 Measured Drawings, that the architect will be responsible for confirming as built conditions. Please confirm.

Answer: The plans included in the RFLOI are from URI's space inventory program using ViewFM software. They have been digitized from existing paper plans and can be exported to AutoCAD files; however, they are not of a precision needed for architectural detailing. The dates of the drawings are not significant. In 2010, a firm was engaged to prepare CADD floor plans for the purposes of planning new sprinkler piping and fire/safety improvements. These drawings are more accurate than the ViewFM drawings, but require substantial field verification of dimensions and details. URI has very little CADD drawings of building interior or exterior elevations, MEP details, or other building information. The selected A/E will be provided with all available CAD files, copies of original building plans, and previous renovation plans. It is the responsibility of the selected Architect to collect and aggregate the information provided and conduct the necessary field verification surveys of the existing building as needed to prepare documents of the detail required to professionally complete the deliverables in Phase I and Phase II.

3. Have there been any significant upgrades to the building systems since the building was constructed/added on to?

Answer: Since the construction of the building in 1966 and 1971, there have been numerous minor renovations and alterations. The most significant are the conversion of the heating system from an all-electric system to natural gas-fired systems and the recent addition of a fire pump and other fire/life safety improvements.

4. The schedule on Page 14 of the RFP indicates meetings and planning workshops conducted from June to August 2012. It is assumed that the Building Committee will include faculty. Will such faculty be available during this period to participate in these as needed? Will there be a significant time lapse between the completion of Phase 1 services and the beginning of Phase 2 work to allow the University to secure project funding?

Answer: The Phase I schedule is modified as follows:

- A/E selection and award by July 1, 2012
- General data gathering in July/August, 2012
- Meetings and planning “workshops” in August - October, 2012.
- Presentation of preliminary program, concept plans, and project cost estimates in December 2012.
- URI review/response to Concept Plans in January 2013.
- Draft report including Concept Plans, FFE schedule, cost estimates in February 2013.
- Final Report and public relations materials by April 1, 2013.

Concerning Phase II, URI has proposed that the project be funded from a RI General Obligation, subject to legislature and voter approval in 2014. If approved, the project schedule assumes that bridge funding would be available to allow the start of Phase II design planning in February 2015, with bond proceeds flowing by mid-2015.

5. Community Outreach Program: In meeting with existing and potential arts organizations that might be interested in using a new and expanded Fine Arts Center, is the University interested in developing a business plan that will establish a financial pro-forma for operating the Center, including rental rates to outside groups or is any use intended to be open to the community free of charge?

Answer: No, the scope of Architect's services will not include development of a business pro-forma for renting and operating the Center. The purpose of the report section on current and prospective community outreach opportunities is to (1) assist URI with envisioning and identifying prospective arts community partnerships, (2) defining how the new Fine Arts Center can be designed to host programs open to the Rhode Island community, and (3) identify the special facility requirements, if any, that should be included in the design of the new building to facilitate these opportunities.

6. Space Program: The attachment includes a copy of an AIA contract. In it, it mentions that the Architect will evaluate the Owner's program, etc. yet the Phase 1 scope includes a programming effort. Has an initial space program been developed for the building, if even very preliminary?

Answer: The Owner has not developed a space program for the planned new facility. Based upon information gathered through meetings with the planning committee and building users and information provided by the Owner, the Architect will prepare a functional and architectural program for the new facility as a Phase I Basic Service. The architectural program will likely be informed by overall project budget estimates, and it will be the Architect's responsibility to provide the relevant program and building cost details needed for the Owner to provide direction on the scope of the

project. The AIA B101 Agreement, Article 3.2 will be amended to reflect the above requirements following the selection of the A/E team.

7. What cost estimating software does the University use?

Answer: On page 11 of the RFLOI, delete "Using the MS Excel format provided by URI". As part of Phase I services, the consultant will provide a unit price or systems-based square foot cost estimate for the Work and cost estimates for composite building elements as needed for the Owner to make decisions regarding the scope of the project. The consultant will prepare an overall project budget inclusive of site development costs, landscaping, utilities, contingencies, allowances for escalation, FFE, and other building-related costs. The consultant will incorporate the Owner's soft costs for the project.

8. Are permitting costs included in the scope for Phase I?

Answer: No. URI does not anticipate any permitting requirements for Phase I. Phase II work will include the A&E team working with the University to secure all necessary Approvals from all state agency's having jurisdiction over the planned work.

9. What are the existing HVAC systems?

Answer: The building HVAC systems were originally electric powered. Now, gas units on the roof provide most of the building heat. It is expected that the new construction and renovations will replace the existing HVAC systems. The existing campus steam system does not extend east of Upper College Road.

10 Clarify the \$50,000,000 construction cost estimate and how this relates to the A/E fee.

Answer: On page 14 of the RFLOI, under section VII Preliminary Project Construction Budget, Phase II, delete "(2011 dollars)". The B101 Agreement shall be based upon an assumed \$50,000,000 Cost of the Work, as defined in Article 6.1. The Architect's Basic Services Fee, inclusive of the fee allowances stated in the RFLOI and modified by this Addendum, shall be based upon the complexity and scope of the project, this Cost of the Work, and the revised project schedule issued with this Addendum. Should there be a material change in the Owner's schedule or budget for the project, Additional Services may be authorized under the terms of Article 4.3.1 and as agreed by both parties.

At the start of Phase II, should the Owner change the budget for the Cost of the work by more than 3%, then the Architect's Phase II fee shall be adjusted accordingly and effective upon amendment to the Purchase Order, with the adjustment reflecting the same percentage of the Phase II Basic Fee to the originally budgeted Cost of the Work of \$50,000,000. This revised Basic Services Fee would then become the new fixed fee for the contract, and not subject to later adjustment, except as may be agreed under the terms of Article 4.3.1.

11. Will there be an audio/visual allowance in Phase I?

Answer: Yes, the Architect shall provide the services of an Audio/Visual consultant in Phase I to provide a preliminary schedule of equipment for the programmed areas and cost estimates for systems installations. Please see the revised list of Allowances below.

12. There is no telecommunications allowance in the RFLOI. Can telecommunications be included in the A/V allowance for Phase II? Please clarify.

Answer: No. The planning, design, and specification of the of the telecommunications cabling network within the building, all terminal points, and MDF equipment rooms will be included in the Basic Services and not part of the A/V allowances. The Architect shall work with URI's Network Technology Services (NTS) office to define and specify telecommunications infrastructure requirements and the Work shall be included in the specified contractor's scope of Work. NTS will provide all fiber and copper telecommunications services to the building and all hubs, switching equipment, and distribution racks and connections within the equipment rooms.

13. Please clarify Addendum 2, Question 2 regarding license requirements for project architects.

Answer: The firm submitting the proposal must have an architect within the firm who currently holds registration as an architect in Rhode Island. The firm submitting the proposal will be the architect of record for the project, and will sign and seal the drawings. The firm submitting the proposal must hold a Rhode Island Certificate of Authorization at the time of submittal of the proposal.

14. Are WBE and DBE included in the MBE requirements?

Answer: Yes. We encourage you to contact the Minority Business Enterprise Compliance Office at 401-574-8670 or Charles.Newton@doa.ri.gov to ensure your team meets the 10% MBE requirement. A directory of eligible firms can be viewed at www.mbe.ri.gov.

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