



State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387

**ADDENDUM # 1**

10/22/12

RFQ #7458085

**Title: RFP – Exterior Signage master Plan at RIC.**

**Bid Opening Date & Time:**

**November 9<sup>th</sup>, 2012 @ 11:30 AM (EST)**

**Pre-Bid Attendance Sheet, Vendor Question and Bid Clarifications.**

**(see attached)**

*Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.*

Gary P. Mosca  
Buyer

## RIC – Exterior Signage Master Plan

RFP #7458085

### Pre-bid Conference 10/19/12 Questions & Clarifications

1) Can campus survey files be provided as PDF as apposed to AutoCAD?

*Yes. They can be provided in either format to the successful proposer.*

2) Has Fire Department required Building Room Numbers on outside of building?

*This has not been communicated to RIC. This would not be part of the project.*

3) Is a Campus Map available?

*Yes. Map can be downloaded from RIC website.*

4) Is Master Plan 2010 also on line?

*Yes. It is on RIC website.*

5) Question regarding Master Plan and the order in which it is indicated within the RFP? Asking for Master Plan to be developed first before the design is actually developed. Can RIC elaborate with is expected to be included in the Master Plan? Typically Master Plan is associated with Sign types.

*The scope of work provided in the RFP is intended to be an overview. The exact order in which tasks (or task elements) are accomplished should be detailed in consultant's proposals. In addition, consultant's proposals shall detail and elaborate on the contents of the proposed wayfinding master plan. At a minimum, the wayfinding master plan shall include: a map of recommended wayfinding signage locations, universal design standards for wayfinding elements, program of sign types, typical sizes, placement and materials, hierarchy of signs, symbols and icons, and a schedule of messages. RIC is looking for consultants to describe and elaborate on how their firm would approach all aspects of this project.*

6) Are the three schematic concepts you are looking for, is that part of the Master Plan, or you we do that after the Master Plan?

*See answer to #5. RIC requires selected firm to provide at least three design concepts for college review and consideration. These concepts shall include variations in style, colors, materials used, and cost. The final Master Plan would include the selected concept (not all 3 concepts). The Master Plan then becomes the basis for preparation of bid documents.*

## RIC – Exterior Signage Master Plan

RFP #7458085

### Pre-bid Conference 10/19/12 Questions & Clarifications

7) What is the reason for having expertise in Architecture?

*It is seen as a related element for this project. RFP indicates "Firms (or Teams)" should have architecture expertise. Architecture expertise is not an absolute requirement, firm should have the ability to bring in an architect as a sub-consultant if those services are needed and this shall be included in the proposed fee.*

8) The additional services allowance \$10,000 for engineering. Is that per engineering discipline or for all?

*For all disciplines.*

9) Regarding electronic signage. Is that a permanent installation only or is RIC looking for a portable element as well?

*Not determined at this time. This will come out through discussions with the successful firm and is part of the master planning and design.*

10) Approved fabricator will go through a whole engineering stamp process that will obviously be required by the State. Why are stamps being required if the vendor will be doing stamps again?

*This is an allowance on bid; all vendors will be including the same number. This is incorporated into bid in the event that an engineering stamp is required by RI State Building Code Commission. It is anticipated that an engineering stamp would be required for installations that require electricity and/or installations that are relatively large. If it is determined that the State Building Code Commission will approve bid documents without a stamp then the allowance will not be used.*

Clarification: Page 7, Paragraph D, 2: Replace "Firms shall have completed at least three (3) wayfinding signage master plans." with the following: "Experience should include at least three (3) similar projects."

11) Will the 10% MBE goal be fulfilled if the MBE subconsultant is used for the additional services on the project or does this MBE's services need to be a part of the base exterior signage master plan scope?

*10% MBE is a requirement. A MBE subconsultant can be used as part of the overall bid to fulfill this requirement.*

**RIC – Exterior Signage Master Plan**

**RFP #7458085**

**Pre-bid Conference 10/19/12  
Questions & Clarifications**

12. Will a presentation to the Rhode Island Building Commission be included for final design approval?

*The selected consultant will be responsible for delivering (and retrieval) of design documents to the RI Building Commission. It is not anticipated that a presentation will be required, although an informal meeting may be required to review the documents with Building Commission staff if questions arise that cannot be addressed by phone or email. The consultant is responsible for making design revisions required by the RI Building Commissioner's office.*

13. Should this submittal be referenced as an LOI or an RFP? Both designations are used in the RFP.

*Please refer as RFP.*

14. Does including a certified WBE count towards the 10% MBE goal?

*As stated in the RFP they do need to have the 10% MBE goal, contact information for Charles Newton is listed in section 1 should they need further clarification*

15. Is there any interior signage included in the scope of work?

*No, the areas are listed in the RFP, section 1.1*

Exterior Signage Master Plan- RIC

	Company	Representative	Address	Email	Phone
13.	MALCOLM GREAR DESIGNERS	JOEL GREAR	391 EDDY ST PROV. RI	JOEL@MCREAR.COM	401 331 2811
14.	KMA DESIGN	TIMOTHY KENNEDY	301 E. MAIN ST. CANNONVILLE, PA 151010	TIMOTHY KE NEMD.COM	401.435. 3532
15.	Don Cartier RIC	Don Cartier		dcartier@Ric.Edu	456-8262
16.	SILBERT PERKINS DESIGN	JOHN SEELEY	5 WATER ST. ARLINGTON MA	JSEELEY@SPPEAST.COM	781 574 6605
17.	Rip3 ARCHITECTS	David DeQuattro	50 HANCOCK ST. PROV. RI	mhanley@ rgh.net	401-595-3745
18.					
19.					
20.					
21.					
22.					
23.					
24.					