



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
DIVISION OF PURCHASES  
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Providence, RI 02908-5855

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June 12, 2013

**ADDENDUM NUMBER TWO**

**RFQ # 7467370**

**TITLE: New Columbarium Area, RI Veteran's Cemetery,  
DHS**

**Closing Date and Time: 6/20/13 at 1:45 PM**

**Per the issuance of this ADDENDUM #2  
(7 pages, including this cover sheet)**



**Specification Change /Addition / Clarification**

# Castellucci, Galli Corporation

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Architects  
175 High Service Avenue  
No. Providence, RI 02911

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[www.castelluccigalli.com](http://www.castelluccigalli.com)

JOB NO.: 12-23

DATE: June 10, 2013

PROJECT: New Columbarium Area at the Rhode Island Veterans' Memorial Cemetery (RIVMC), 301 South County Trail (Route 2), Exeter, Rhode Island.

REPORT TO: David Kirchner, Assistant Administrator, RIDHS, Director RIVMC

REPORT FROM: James R. Castellucci, R.A.

DATE OF PRE-BID CONFERENCE: June 6, 2013

TIME OF PRE-BID CONFERENCE: 10:00 A.M. ENDED: 11:45 A.M.

PLACE OF PRE-BID CONFERENCE: RI Veterans' Cemetery, Administration Building Conference Room and Site Tour.

## PERSONS ATTENDING:

1. David Kirchner, Assistant Administrator, RIDHS, Director RIVMC
2. Raymond Gill, Buyer II – State of RI, Division of Purchases
3. James R. Castellucci, R.A. – Castellucci, Galli Corporation
4. See Attendance Sheet, enclosed for list of attending contractors.

PURPOSE: Pre-Bid Conference to inform Bidders of the scope-of-work and answer questions pertinent to this project.

## TRANSACTIONS OF PRE-BID CONFERENCE

COMMENTS: See attached.

COPIES TO: Howard R. Orr, Jr., RLA, ASLA, Project Manager –Landscape Architect–  
U.S. Dept. of Veterans' Affairs  
Daniel Evangelista, Chief of Veterans Services – RIDHS  
John F. O'Hara II, Chief Buyer – RI Division of Purchases  
Charles Newton, MBE Administration – State of Rhode Island



State of Rhode Island  
 Division of Purchases  
 One Capitol Hill  
 Providence, RI 02908

**"NON-MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET**

BID NUMBER: 7467370  
 BID TITLE: NEW COLUMBIAN AREA, RI VETERAN'S CEMETERY, DHS  
 PRE-BID DATE AND TIME: 6/6/13 AT 10:00 am

Purchasing Representative:  
 Raymond Gill  
 Pre-bid START TIME:  
 10:00 AM  
 Pre-bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
1 NARDEAU CORP.	MARCE MENDICED	727 WA-SAMUELSON ST. ATTLEBORO, MA, 02703	mmeared@nardeaucorp.com	508-399-6776	508-399-7270	
2 CASTELLUCCI GNCI CORP	JIM CASTELLUCCI					
3 RI VETERANS cemetery	DAVID WILK KIRKNER	301 So County TRAIL Preston				
4 Tearus Construction Services LLC	Lionell O Thompson Jr	340 Main St STE 870 Weymouth MA	L.Thompson@TearusConstruction.com	413-575-5566		
5 RI STATE PURCHAS.	RAY GILL					
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COMMENTS:

1. This Report of Pre-bid Conference shall be considered Addendum No. 2.
2. Bidders may re-visit the site to obtain additional field information; however, the Owner, David Kirchner, Cemetery Director, is to be notified at (401) 268-3088 prior to contractor performing any fieldwork.
3. Project Scope of Work was discussed. Bidders are directed to carefully review the Contract Documents prior to submitting their bid, particularly the following sections of the Project Manual; most of which were reviewed at this Pre-bid Conference. The site and existing columbarium structures were toured as a part of this Pre-Bid Meeting.
  - **00020-1, Invitation to Bid:** The bid due date/time/location is Wednesday, June 20, 2013; 1:45 P.M. at the Division of Purchases, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI. NOTE: Deadline date and time for questions is Monday, June 10, 2013, 12:00 P.M. Questions shall be submitted to the RI Division of Purchases at [construction@purchasing.ri.gov](mailto:construction@purchasing.ri.gov) in Microsoft Word attachment, with the RFQ #7467370 on all correspondences. Only items addressed in Addendum form, as issued by the Owner shall be considered part of this Contract. No other agreements or conversations will be binding. Only clarification responses will be acknowledged after the preceding date and time. A Bid Security in the form of a Bid Bond, or a certified check payable to the State of Rhode Island, in the amount of a sum no less than five percent (5%) of the Bid Price is required. In lieu to Bids being hand-delivered in person, Bids may be submitted via United Parcel Service (UPS) or Federal Express (Fed-X); however, Bidders are encouraged to obtain a package signature/receipt upon delivery. Additional bidding instructions are available at: <http://www.purchasing.ri.gov/>.
  - **00100, Instructions to Bidders.**
  - **00110, Supplementary Instructions to Bidders:** Particularly 1.01A & B, 1.02A & B, 1.04A, 1.06A, 1.07A “9.2.2”, 1.09, 1.10, and 1.13.
  - **00300, Bid Form:** Architect directed bidders to complete entire Bid Form; that omission of any portion of the Bid Form may disqualify the Bidder. Regarding the Contract Time, the period shall begin subsequent to issuance of the Notice to Proceed by the Owner and the Architect.
  - **00350, Certification Regarding Debarment:** Submit with Bid.
  - **00400, Bid Bond.**
  - **00420, Contractor’s Qualification Statement:** Will be required to be included in the Bid Package by the prospective contractor.
  - **00600, Performance Bond; Payment Bond.**
  - **00800, Supplementary General Conditions:** Particularly 1.01B, 1.02A & B, 1.05, 1.07B, 1.10 A.1 & .2, D.2 & .3, and 1.10I & J.

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- **00819, Contractor's Affidavit of Release of Liens:** The Contractor shall submit to Architect with each Payment Application, after Payment Application No. 1, partial lien releases for subs and vendors, the agreed amount of contract, amount paid, and amount owed after payment is made shall be indicated and certified by the sub and/or supplier.
- **00820, Prevailing Wage Rates:** Certified Payroll forms, and as well as any questions pertaining to Prevailing Wage Rates shall be addressed by contacting RI Department of Labor and Training at (401) 462-8580, Option 7. The Contractor shall submit payroll reports, weekly, to the Owner (David Kirchner) and copies of the same to Architect. The Contractor shall comply with worker classifications and maintain O.S.H.A. certifications.
- **00850, List of Drawings;** Bidders shall field verify the all drawings and pages of the Project Manual are included in their copy of the Bid Documents. Also, verify all existing conditions prior to submitting bid. NOTE: Should the Contractor encounter suspect hazardous materials in locations outside the scope of work areas that interfere with his work, he shall notify the Owner who in turn will provide the necessary hazardous-materials procedures. The Contractor will be directed to halt all work in the area(s) affected until remedied by the Owner. The Contractor will then be allowed to resume work in the affected areas. Claims for additional costs will not be allowed by the Contractor in connection with this matter.
- **01010, Summary of the Work:** Bidders are directed to carefully review this section, particularly 1.01, 1.03, 1.04 A, E, F, G, H, J, K, L, & R, 1.06A, 1.07 D, E, F & G, 1.09B and 3.01 I.
- **01012, Contractor's Use of the Premises:** Particularly 1.02C & D.
- **01200, Project Meetings:** Job meetings will be scheduled every other week at the job site unless work progress is such that more or fewer meetings are deemed necessary.
- **01300, Submittals:** Particularly 1.04A, B, & C and 3.03C.
- **01310, Construction Schedule:** Particularly 1.06 A - Contractor will be required to submit to Owner and Architect, a revised, updated Construction Implementation Schedule every other week subsequent to the start of construction.
- **01400, Quality Control:** Particularly 1.04A and 1.08 E & F.
- **01500, Temporary Utilities:** Contractor will be required to provide temporary on-site toilet facilities.
- **01641, Substitutions and Product Options.**
- **01700, Project Close-Out:** Particularly 1.05, Re-inspection Fees.
- **01710, Clean-up:** The site shall be cleaned of all construction-related debris at the end of each workday.
- **02480, Landscaping:** Particularly 1.01 B & C, 1.04 B, 2.01 and 3.04.
- **03455, Precast Concrete Columbarium Units:** NOTE: The Architect has based the design on the materials manufactured and/or distributed by "Koppenberg Enterprises", [www.koppenbergenterprises.com](http://www.koppenbergenterprises.com), telephone #: (800) 574-2481.

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- **03700, Concrete Repairs:** Particularly 1.01 A.
  - **04411, Granite:** Color, texture, finish, etc. shall match existing adjacent granite.
  - **10420, Bronze Plaques:** Particularly 1.01 A.
4. Dumpster, storage bins, etc. may be stored on-site. Owner and Contractor to coordinate location.
  5. Owner shall be notified at least seventy-two (72) hours in advance prior to utility “down time” and site deliveries.
  6. Smoking is not allowed on-site.
  7. Materials and equipment cost increases will not be allowed subsequent to the bid due date of award of contract for construction.
  8. Bidders shall be responsible for notifying Architect of missing pages, obvious discrepancies and/or omissions in the Contract Documents. No allowances or special considerations will be allowed in connection with this item. Contractor shall provide the work that is specified and intended whether or not work is actually shown or described.
  9. Proper working attire shall be worn by the Contractor’s employees and subs during working hours; sneakers, sandals and shorts will not be allowed.
  10. The project may be completed during the winter months. The Contractor shall prepare his bid accordingly. No extra costs will be allowed due to winter conditions.
  11. The following items were discussed, for clarification:
    - A. Bidders are advised that “open-air” grave site services typically take place for approximately fifteen (15) to twenty (20) minutes at a time throughout each workday. If such is taking place adjacent to the work site, the contractor will be required to halt work during that time.
    - B. The Administrative Offices are open Monday through Friday, 8:00 A.M. to 4:00 P.M. The cemetery gates however are open from dawn to dusk.
    - C. Owner will allow the Contractor to store equipment within the on-site fenced-in maintenance building site.
    - D. Background Criminal Investigation (BCI) is not required of the Contractor and his employees.
    - E. Contractor’s employees and subcontractors are required to wear a company name or logo on their shirt.
    - F. Water and electric utilities are not available on the work site or adjacent to the worksite. Assume that a generator(s) will be needed and that water for construction, dust control, landscape maintenance, and such are required.

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- G. Any soil specified to be removed and disposed shall be turned over to the Owner and stored on-site, in an area where directed by the Owner.
  - H. Relative to the “Table of Contents” in the Project Manual, Section 02471, Exterior Seating should be indicated in Division 2 on page 2. Note however that the specified granite benches shall remain in the base bid documents.
  - I. Relative to the concrete columbarium footing detail shown on Drawing C-4, steel reinforcement is intentionally eliminated.
12. All bidders are directed to verify, prior to submitting bid, the addenda issued. All addenda will be posted on the RI Division of Purchases website: <http://www.purchasing.ri.gov>.

END OF ADDENDUM NO. 2