



**State of Rhode Island
Department of Administration / Division of Purchases
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**Solicitation Information
August 20, 2013**

ADDENDUM # 2

RFP # 7484370

**TITLE: Architectural, Engineering and Design Services for New Rhode Island
Veterans Home Facilities and Renovations in Bristol, RI**

Submission Deadline: Tuesday August 27, 2013 at 11:00 AM (Eastern Time)

Notice to Vendors:

-ATTACHED INCLUDES:

- 1. Questions and responses from non mandatory pre bid conference**
- 2. Questions and responses received**
- 3. Revisions to RFP**

No further questions will be answered.

**Thomas Bovis
Interdepartmental Project Manager**

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

TITLE: Architectural, Engineering and Design Services for New Rhode Island Veterans Home Facilities and Renovations in Bristol, RI

PART 1 – Non-Mandatory Pre-Bid August 6, 2013 at the Rhode Island Veterans Home, Bristol

1. Pre-Bid meeting started at 1:00pm. An attendance sheet was supplied and retained by the Division of Purchasing. Opening statements regarding bid procedures was discussed by Division of Purchasing including introduction of key personnel of DOA's Capital Projects, DHS and Veterans Home. Question asked during pre-bid are as follows:

Q1. Will OPM be on board prior to the award of this contract?

A1. Yes, that is anticipated.

Q2. Is the Architect for Demand Analysis/Master Plan precluded from this solicitation?

A2. No

Q3. What is the amount of schemes/designs that are needed?

A3. According to page 7 (Part1) of the RFP, three different schemes are required.

Q4. Is the Federal Government Guide Lines (CFR) applies to this project?

A4. Yes

Q5. What is the estimated construction budget?

A5. The total Work is estimated at 94 Million dollars which is **inclusive** of Owner's Program Manager fee, Architects' fee, contractor's bid, contingencies, all permits, surveys, inspections, demolition, abatement, moving costs and expenses, land improvements, FF&E, artwork, etc... This represents the total expenditure for the project.

Q6. What is the preferred or intended construction delivery method?

A6. Our intent is to prepare a set of contract documents and then request for a quote through a purchasing process for a general contractor (Design/Bid/Build).

Q7. What are the criteria of 15 years of experience under section 2.3 of the RFP?

A7. The selected firm needs to have a combined total of fifteen (15) years experience in design of this type of facility.

Q8. Is there a new dormitory being built?

A8. Yes, a new dormitory is proposed as part of this facility.

Q9. Are there plans, sketches, rendering available to view and is the Master plan has been completed?

A9. All graphic documents for this RFP have been posted and the Master plan is not completed. Refer to RFP 7484370 and Addendum 1.

Q10. When will you decide on the alternates of this project?

A10. It will be decided during design process as cost estimates are provided to the Owner and End User for their consideration.

Q11. Are there conceptual estimates available?

A11. Please see answer A5 in Part 1.

Q12. How will you be reviewing the proposal? Are there any set numbers of firm's proposal to be reviewed?

A12. As stated in the RFP, all firms meeting minimum requirements of scoring 55 points in their technical proposal will advance to next stage of opening their fee proposal.

Q13. Are there MBE requirements required on this project and to what value should it be adjusted to?

A13. Please refer to page 3, section 1.2, k of this RFP.

Q14. What are the current facility requirement and nursing levels for this project?

A14. That information will be offered to the successful vendor. The facility is a licensed skilled nursing home with rehabilitation services. All phases of care need to be considered in accordance with the RFP.

Q15. Will there be interaction with all levels of the Veterans Home Staff?

A15. Yes, a high level of interaction of staff.

Q16. What are the minimum requirements that the design needs to adhere to and is it Federal or State requirements?

A16. The project needs to comply with current Federal C.L.C. Guidelines and any state agency having jurisdiction over project design and construction.

Q17. Has the selection Committee been chosen and what are their names?

A17. The committee has not been selected.

Q18. Are there any plans available?

A18. Any existing plan for the facility will be provided to the selected firm. Also, refer to answer A9 in Part 1.

Q19. Will the hazardous material survey and abatement occur during construction in occupied areas?

A19. The sequence for the hazardous material survey and the abatement in both areas to be demolished and areas to be renovated is unknown at this time. All required precautions need to be adhered to and the work is under the watch of the Veterans Home Infection Control Staff.

Q20. How many cost estimates are required in total on the project?

A20. Four (4) cost estimates are required per RFP 7484370 2.4 and in addition, the successful respondent must prepare or modify existing VA application cost, staffing and analysis documents per item 1 in Part 3.

Q21. When will the addendums be posted?

A21. All addendums will be posted by the Division of Purchasing when they are required.

Q22. In regards to the boat house and the permitting process, what regulations and permit process will be required?

A22. Due to the proposed proximate area to the water, all permits and regulations that govern the areas, as well as the standard permitting, need to be adhered to.

2. Meeting was adjourned at 1:51pm.

PART 2 – Questions received by the Division of Purchases no later than Monday, August 12, 2013 at 1:00 PM

Q1. RFP #7484370 does not indicate that commissioning services are to be included in the A&E Design Services proposal as required in previous design services RFPs (e.g., #7484373 & #7461281). Please confirm if commissioning services are to be included in response to RFP #7484370 or if a separate RFP will be issued for commissioning services for work associated with the new Rhode Island Veterans Home Facilities and Renovations.

A1. Please see RFP Fee Proposal form Item 2, and item 3.6 z which lists respondent services required in regard to commissioning.

Q2. Section 3.1.1 Responses indicated that we are to include Standard Form 330 “(for prime contractor and all sub-contractors)”. Does that mean a full SF330 for each sub-consultant? Or would you rather see the sub-consultant resumes, projects & Part II integrated into the prime’s SF330 form? When a team has multiple sub-consultants, the SF330 section of the Technical Proposal will be very large with full forms for each firm.

A2. Refer to the Standard form 330 instructions and the directions in parentheses on the form.

Q3. Will a Class 1 Property Line Survey and a Class 3 Topographic survey including but not limited to; all utilities, invert information, internal and local roadways (Metacom Avenue & Annawamscutt Drive), buildings, parking & walkways, other site improvements, significant trees, freshwater wetland flagging, the full existing boat launch area, and Coastal wetland flagging and features be provided? In addition will a full bathymetric survey be provided for the proposed location of the boat house pier?

A3. All existing information from the Veterans Home and the Masterplan study will be made available to the successful respondent.

Q4. On page 10 of 19, Section 3, Paragraph 3.1, a, 1: The paragraph on Experience of the Firm and Project Principals requires that the plan for compliance with the State's MBE requirements include "the estimated dollar value of each" subcontractor. This appears to be in conflict with the requirement to provide a separate sealed fee proposal. What is required?

A4. Please note: Refer to RFP 7484370, 3.1,a,1; DELETE
“Indicate the plan for compliance with the State’s MBE requirements by listing all Subcontractors /Suppliers / Consultants / Independent Contractors, the estimated dollar value of each, a brief description of work or scope, and whether each is RI Certified as a Minority Business Enterprise or not.”
and REPLACE with “Indicate the plan for compliance with the State’s MBE requirements by listing the RI Certified Minority Business Enterprise(s) and including their State letter(s) of certification.”

Q5. What is the acuity level of the residents and/or what is the level of care provided?

A5. That information will be provided to the successful respondent.

Q6. The RFP refers to a 5% retainage per phase that will be held by the State. Can you clarify if this is the design or construction phases.

A6. The 5% retainage refers to all phases of the project.

Q7. Do you have anticipated construction values for the various projects? This will help significantly.

A7. Please see answer A5 in Part 1.

Q8. Scope indicates “partial renovation of 365,000 sf facility”. Do we know what level of reno is anticipated? What level of changes to MEP systems will be required.

A8. Refer to 2.1, b, 7 which lists approximate square footage, and RFP attached sheets 1, 7 and 8 for information at this level of preliminary design.

Q9. Scope indicates “Demo of unused space”. What does that mean for MEP’s?

A9. Please refer to answer A.8 in Part 2 above.

Q 10. Under section 2: see questions below:

1. Phase I- 170,000 157 bed facility- This is new construction correct?

A10-1. Yes.

2. Phase I-9500 sf Adult Day HC facility- New construction?

A10-2. Yes.

3. 30,000 sf- 36 bed Adult Care – new construction?

A10-3. Yes.

4. Phase I-30,000 sf 36 bed- New addition

A10-4. Yes.

5. Phase I-Pump House and garage Renovation

A10-5. The Pump House is a renovation, the garage may be a renovation or demolition.

6. Ph 2 Demo of existing un renovated facilities. How much space? Do we need to draw existing conditions to show scope to demo contractors?

A10-6. Refer to answers A8, A9 in Part 2 above. There are various electronic files of the existing Veterans Home which will be made available to the successful respondent. Nevertheless, drawings will be needed for demolition and permitting.

7. PH 3- Renovate 13,000 sf- do we list an alternate fee?

A10-7. Please see RFP Fee Proposal form Item 5.d which indicates where this bid item will be included.

8. PH 3. 22,000 sf rehab (new), 12,000 sf maintenance bldg (new) do we list an alternate fee?, boathouse (what is this- no description?)

A10-8. Please see RFP Fee Proposal form Item 5.d which indicates where this bid item will be included. Refer to 2.1, b, 8 and RFP attached sheet 1 for information at this level of preliminary design.

Q11. Are all phases of work included under a single bid package regardless of funding sources. Design to same standard? Is this VA standards? Do we meet with CFM in Washington for reviews?

A11. Please refer to RFP 3.6u. and note that it is anticipated that there is one contractor and there is a separate contract document set each for items 5a, 5b, 5c, 5d on the RFP Fee Proposal form (Federally funded Adult Care – 157 bed, Federally funded Adult Day Healthcare, Non-federally funded 36 bed project, remaining Work). It is anticipated at this point that non- federally funded work meets the same requirements as the funded work and that periodic meetings with the VA is by teleconference.

Q12. 9 months for CD's. Is this correct?

A12. Yes, that approximates the time for completion of all CD's.

Q13. 3 years, 2 months for construction? What is level of our involvement during CA? This could be a significant part of fee with such a prolonged and phased duration. 1 bid set? One contractor? A Payment schedule doesn't work for this with only 20% assigned to CA and 5% Bidding.

A13. Refer to 3.2 tentative schedule for anticipated construction duration. CA aligns with traditional construction administration services and includes all requirements of the RFP, such as 3.6v and 3.6w. Also, please see answer A11 in Part 2 above. It is anticipated that the projects are bid at the same time, but CA will occur in the phases of each project.

Q14. What is the scope of work for Utilities? IS there campus steam, chilled water, 15kv from utility or Owner?

A14. Since the large majority of the Work is new, proposed utilities plans for the site will be developed in the in the early stages of design. All existing documentation from the Veterans Home will be made available to the successful respondent.

Q15. Are the buildings slabs on grade or do they have basements?

A15. Basements are not anticipated at this time, other building structures are yet to be developed.

Q16. Is there a plan available for the main V-shaped building?

A16. Please see RFP attached sheet 2 for plan information at this level of preliminary design.

Q17. Are all the buildings a single story in height?

A17. Please see answer A15 in Part 2 above.

Q18. What is the general construction type (steel, masonry, cold-formed, etc.)?

A18. Steel framing is considered at this level of preliminary design.

Q19. Will the different phases be released as separate bid packages?

A19. Please see answer A11 in Part 2 above.

Q20. What is the scope for structural renovations to the existing buildings?

A20. Please see answer A8 in Part 2, which indicates the possible areas of the existing facility to remain and be renovated at this level of preliminary design.

Q21. Should special inspections be included under structural services scope?

Is the Demolition of the unused space and alternate?

A21. All respondent services must be included in the Lump Sum bid. Demolition of unused space is not anticipated to be an alternate to the contractor.

Q22. If it is not, how do we breakdown the base fee of this non-federally funded part of the project if it is to be lumped with all items delineated in the RFP under section 2.1.b. 4-8?

A22. On the RFP Fee Proposal form, demolition of the existing building is included in 5d.

Q23. Is the conceptual-level independent professional cost estimate mentioned on Section 2.2.b.1 available to respondents?

A23. Please see answer A5 in Part 1.

Q24. Are current site drawings including utility information available?

A24. Please see answer A14 in Part 2 above.

Q25. What info is available in CAD format?

A25. There are some existing floor plans in CAD.

Q26. Will an existing site survey including utility and topo be available?

A26. All existing documentation from the Veterans Home as well as the approved Masterplan document (which includes survey information) will be made available to the successful respondent.

Q27. Where in the State purchasing site are updates?

A27. They are on www.purchasing.ri.gov under Bidding Opportunities.

Q28. Has a construction budget been established for each of the programs?

A28. Please see answer A5 in Part 1.

Q29. Should we include a separate fee for the full building code review?

A29. **All services must be included in the lump sum bid as directed in RFP 7484370 Fee Proposal Form. All Work indicated in the RFP must be included with NO exceptions.**

Q30. Will there be any early enabling packages to maintain the buildings during construction?

A30. That is not anticipated at this time. The existing Veterans Home will be in full operation on the campus during the construction of the new buildings.

Q31. Please request the exact scope of work for the section 2.1 #6.

A31. Please see answers A8 and A20 in Part 2.

Q32. What is the breakdown of sq / ft for new addition and renovated areas?

A32. Please refer to 2.1 b for that information.

Q33. We assume that the \$94 million bond issue that passed will be covering Total Project Cost. What portion of that will be applied to Hard Construction Costs?

A33. Please see the answer A5 in Part 1.

Q34. Page 9; Item 4.d – Value Engineering

At the end of the paragraph it states, “Value engineering and redesign services shall be provided as part of this scope at no additional cost.”

Question: Can other methods such as Add Alternates or Deduct Alternates be utilized in the design documents to reduce the need for value engineering?

A34. Yes, as allowed by the State.

Q35. Page 11; Item 2- Project Plan

In the first paragraph it states, “...Work Plan for accomplishing the results proposed, It must include a project schedule with personnel assignments and hours associated with project tasks.

Question: Please define what is meant by project tasks. Does this mean phases such as Programming, Schematic Design, Design Development etc. as stated on page 13; Item 3?

A35. The level of structure and complexity provided in the Project plan gives indication of the respondent’s level of expertise.

Q36. Page 12; Item 3- References

This item states, “proposal must provide answers to the following question:” It then lists questions a-f.

Question: Do we provide the answers for a-f as part of submission or does the listed reference provide the answers directly to you when reference is requested by you?

A36. Usually references provide those answers or the answers are determined by review of the proposal, however, the respondent may respond to these questions directly, as well.

Q37. Page 13: Item 2- Professional Fee Proposal

This item lists allowances to be carried for Hazardous Materials Abatement Monitoring and Commissioning.

Question: Will the State provide these two consultants or do we hire these consultants for the stated allowances?

A37. Please refer to RFP, page 13, item 2 and page 19, item 3.6z. Please note that the Allowances listed are the maximum amount that can be spent on those categories of services; the State will work with the successful respondent to approve vendors at a reasonable fee.

- Q38.** Is there a preference to limit the height of the construction to one floor?
A38. At this time, preference is for mainly one-storey construction.
- Q39.** Will this project be subjected to comprehensive reviews by both DOH and VA at the Central Office?
A39. Reviews are required by both entities.
- Q40.** A \$94 million budget for the project has been funded. What is allocated for construction costs for the different phases?
A40. Please see answer A5 in Part 1.
- Q41.** We have heard that the programming, planning and design process will be inclusive involving the end users. What is the expectation of frequency of meetings with them?
A41. Respondents should use their expertise with projects of this type to create a project plan that reflects adequate scheduling.
- Q42.** Will there be a Veterans Homes steering committee established to review major milestones and to make next step decisions?
A42. That is unknown at this time.
- Q43.** Are there any other stakeholders such as Veteran's Services Organizations who will participate in the project?
A43. That is unknown at this time.
- Q44.** With the schedule you provided, how long did you plan for the formal review process by the State/Veterans Homes at the end of each milestone?
A44. Review time will be no less than 1 week.
- Q45.** What is the proposed method of construction delivery, such as Design/Bid /build, CM at Risk, IPD... ?
A45. See answer A6 in Part 1.
- Q46.** We assume that a comprehensive site survey (with topography and site utilities) and geo-technical report have been completed. Please confirm.
A46. No, that has not been completed.
- Q47.** We are writing to request clarification as to what Phases of work are to be addressed in this proposal. Pages 6 to 7 lists eight items of work.
A47. This proposal requires a bid for services for all phases of work indicated in the RFP. Also, see answer A29 in Part 2.
- Q48.** Is it possible to tour the facility at this time (after the briefing)?
A48. No tours are scheduled or anticipated before Bid Opening.
- Q49.** Do you have anticipated construction values for the various projects?
A49. Please see the answer to A11 in Part 1.

Q50. Is it possible to review the conceptual plans at this time?

A50. Please see answer A9 in Part 1.

Q51. The RFP refers several times to an ‘attached program, sheets 1 through 10’. These program sheets are not attached to the RFP, can they please be posted to the www.purchasing.ri.gov website for downloading by interested respondents?

A51. Please see answer A9 in Part 1.

Q52. Posting a copy of a current site plan would be very helpful in understanding the scope of the project, including identification of:

Site boundaries

Location of any additional undeveloped land to be developed in this project

Identification of buildings to be demolished and to be kept

Major site utilities which must be replaced or upgraded

A52. Please see answer A9 in Part 1.

Q53. Will the owner provide digital survey mapping of the full property extents (both property line and existing conditions mapping) or is same the responsibility of the proposer?

A53. The State will make available all existing document form the Veterans Home and in the approved Masterplan document. The full extent of those documents is unknown at this time.

Q54. Has an environmental site assessment been previously prepared for the property? If so, will a copy be included in the information provided to the successful bidder?

A54. That is unknown. Also, please see answer A53 in Part 2.

Q55. The scope indicates “partial renovation of 365,000 sf facility”. Do we know what level of reno is anticipated? What level of changes to MEP systems will be required?

The extent of demolition work is also unclear. Could you please identify by building and gross square feet, the planned demolition work? Also, what does that mean for MEP’s?

Under section 2 we have the following questions:

Phase I- 170,000 157 bed facility- This is new construction, correct?

Phase I-9500 sf Adult Day HC facility- New construction?

30,000 sf- 36 bed Adult Care – new construction?

Phase I-30,000 sf 36 bed- New addition

Phase I-Pump House and garage Renovation

Ph 2 Demo of existing un renovated facilities. How much space? Do we need to draw existing conditions to show scope to demo contractors?

PH 3- Renovate 13,000 sf - do we list an alternate fee?

PH 3. 22,000 sf rehab (new), 12,000 sf maintenance bldg (new) do we list an alternate fee? Boathouse (what is this more specifically?)

A55. Please see the answers for question 10 in Part 2.

Q56. Are all phases of work included under a single bid package regardless of funding sources. Design to the same standard? Is this VA standards? Do we meet with CFM in Washington for reviews?

A56. Please see the answers for question 11 in Part 2.

Q57. 9 months for CD's. Is this correct? 3 years, 2 months for construction? Please confirm. What is the scope of work for Utilities? Is there campus steam, chilled water, 15kv from utility or Owner?

A57. Please see the answers for question 12 in Part 2.

Q58. Is it anticipated that your existing kitchen(s) will need to be replaced in this project, or new kitchen(s) added?

A58. A new kitchen is to be provided.

Q59. The RFP mentions requiring at least 4 rounds of cost estimates by an independent estimator; and, it also mentions requiring 3 schemes to be developed. Are conceptual estimates for the 3 conceptual schemes required in addition to the estimates noted on page 10, section 2.4(a)?

A59. Please see answer A20 in Part 1.

PART 3 – Revisions to RFP#748370

1. Refer to RFP 7484370, 2.2 b. 1.; ADD “The successful respondent must prepare or modify existing VA application cost, staffing and analysis documents as requested by the VA for the new layout (Refer to RFP 7484370 attachment VA 10-0388-14 Section A, items 6, 10, 11, 12, 13 for the aforementioned application documents).”

2. Refer to RFP 7484370, 2.2 b. 4. ; ADD “e. The successful respondent is to provide (as required) a set of plans, sections, elevations, an accurate site plan showing boundaries, landscaping plan, any aerial or ground level photos of site, references for colors of pavers, building and roof materials, and window frame colors for creation of an exterior architectural presentation model. The successful respondent is to facilitate the production of a 36” x 48” scaled presentation model of the selected area of the campus, which indicates buildings, sitework, vegetation and contours. Model-making services are included in project reimbursables and no mark-up will be allowed for facilitation of this service.

3. Refer to RFP 7484370, 3.6 g and DELETE in its entirety.

4. Refer to RFP 7484370, 3.6 t; DELETE “Any package of Work identified in Section 2.1) b), not carried through to completion, and therefore not invoiced, will be credited to the Owner.” And REPLACE with “Services identified for any package of Work listed in Section 2.1) b), not carried through to completion, will be reallocated to other viable packages of Work.”

5. Refer to the Fee Proposal Form page 1, bottom box and replace the word “CONTRACTOR” with “RESPONDENT”.

6. Refer to RFP Fee Proposal form Item 5.a; ADD “(refer to section 2.1. b. 1.)”

7. Refer to RFP Fee Proposal form Item 5.b; ADD “(refer to section 2.1. b. 2.)”