



**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**

**Solicitation Information
August 13, 2013**

ADDENDUM # 3

RFP # 7484373

**TITLE: Architectural & Engineering (A&E) Services for Harrington Hall
Renovations, Pastore Campus, 30 Howard Avenue, Cranston, Rhode Island**

Submission Deadline: Monday August 19, 2013 @ 11:30 am (Eastern Time)

Notice to Vendors:

**-ATTACHED ARE THE QUESTIONS RECEIVED AND ANSWERS, NO
FURTHER QUESTIONS WILL BE ANSWERED**

-ATTACHED ARE CORRECTED PHOTOS OF THE BUILDING

**Thomas Bovis
Interdepartmental Project Manager**

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

Subject: RFP # 7484373

I. ADDITIONAL QUESTIONS:

- 1. Question:** Since the scope of the hazardous materials testing has not been established, please explain what the \$10,000 allowance is expected to cover.

Answer: It is an allowance for the architect to hire a hazardous materials consultant as their sub consultant to conduct a hazardous materials survey, testing, report, and plan per the RFP. See Sections 2.1, i; and 2.2, b.

- 2. Question:** Section 2.4 n of the RFP references that the project will be a minimum LEED silver certification “if applicable”. Please advise as to who will make that determination and when that determination will be made since the decision to include LEED certification will have a significant impact the A/E fee.

Answer: See Addendum Number Two, Question and Answer #10.

- 3. Question:** The RFP requires respondents to provide a complete A/E fee proposal for a study AND construction documents for any work outlined in the study. Please elaborate on how respondents are expected to fairly and accurately propose a fee for construction documents if the scope of work won't be determined until after the study is completed. (For example, there would be a significant different in cost for an HVAC redesign as opposed to only a repair of existing systems which wouldn't be known until after the study is done.) Please explain.

Answer: The Offeror's fee is to include all the design services covered in the RFP, for the duration of the project as identified in the RFP Tentative Schedule.

- 4. Question:** Related to #3 above, would the State consider requesting respondents to submit a fee for a study only and then later negotiate a fee for design and construction documents based on the outcome of the study?

Answer: No. A lump sum fee is to be provided for all the design services covered in the RFP per the Fee Proposal Form included in the RFP. See also Answer to Question #3 above.

- 5. Question:** What are the “cross-over” scope items that respondents would be responsible for relative to the building envelope knowing that the exterior work is already underway? It was mentioned at the per-bid that exterior doors will be part of this RFP. What else will we be responsible for related to the envelope?

Answer: Regarding the work pertaining to exterior doors, please see Addendum Number Two, Question and Answer #6. For other building envelope and exterior work, please see RFP.

- 6. Question:** The RFP includes some civil / site work, is there a current survey for the site available? If not does the cost of a survey need to be included in the proposal or will it be done by the owner outside of this scope of work?

Answer: We do not have a current survey for the site. The architect is to provide a survey for the building and surrounding area. The survey should include an area extending out 60 feet on all sides of the building with contours at 1 foot intervals. Utilities and sewer line should be shown. Also, the sewer line behind the building should be shown all the way out to Jones Avenue. The cost for the survey should be included in the architect's proposal. The surveyor is to be a sub-consultant to the architect.

7. **Question:** Within the RFP there is a requirement for a Building Study Report (2.2) and general list of repairs and improvements (2.3). At the conclusion of this phase, in conjunction with the cost estimate and a prioritized list of improvements, you will approve the scope of work based on your budget.

Answer: See RFP Section 2.2, c.

8. **Question:** Since we will not know the scope of work or your budget until we have completed the Building Study Report can we provide a lump sum for the Building Study Report and a percentage of construction for the design services (2.4)?

Answer: No. See also answer to Question #4 above.

9. **Question:** Is the respondent to include the cost of CCTV camera inspection of the sewer line as part of the sewer line condition analysis?

Answer: See Addendum Number Two, Question #4 and Answer #4.

10. **Question:** Are there any utility plans or information available regarding the sewer line and storm-water lines?

Answer: See Addendum Number Two, Question #5 and Answer #5.

11. **Question:** Is the hazardous material survey to include the exterior doors, since the RFP indicated the exterior of the building is being renovated under a separate contract?

Answer: The hazardous materials survey should include the exterior doors.

12. **Question:** Please provide guidance on the intent of the hazardous material allowance (\$10,000) included in the fee proposal form, since the RFP advised to include the cost of the hazardous materials survey in the Respondents fee. Was this intended for lab testing cost?

Answer: See Question #1 and Answer to Question #1 listed above.

13. **Question:** Please clarify what site drainage issues are to be included in the design, since on page 5 of the RFP section d)iii. indicates site drainage as it relates to existing parking areas is to be addressed as part of an **upcoming** parking lot improvement initiative.

Answer: . The north parking lot work has been completed. It is the responsibility of the Offeror to identify and analyze any site drainage issues that may affect the building. See also RFP Sections 2.1, e, ii; Section 2.1, e, iii; and Section 2.4, a

14. Question: Are there Utility plans available?

Answer: See Addendum Number Two, Question #5 and Answer #5.

15. Question: Do we need to provide parking on the site?

Answer: No additional parking spaces are to be provided, however, location and striping of handicap spaces as they pertain to handicap accessibility to the building is to be part of the project scope. Accessible route(s) are also to be provided as part of the scope.

16. Question: Is there a property survey showing topo and property lines/

Answer: See answer to Question #6 listed above. Also, as far as property lines, the building site does not have its own property lines. It is part of the Pastore Campus.

II. ADDITIONAL INFORMATION:

1. Attached are the three (3) photos included in Addendum Number Two with the titles corrected.

Disk Based Bidding Information

File Format

All disk based bid files are ZIP files that you can open using the **WinZip 8.1** software. The ZIP file will contain one or more files based on the type of Bid/RFP.

Downloading the Disk Based Bid

Bids that have a file for download are marked with a "D" in the Info field of the bid search results. The "D" will be an active link to the WinZip file until the bid reaches its opening date. Clicking on the active "D" link will allow you to open or save the ZIP file associated with the bid. Opening the WinZip file will download a copy to your computer's temporary directory.

Opening the Disk Based Bid

Once downloaded, you can open the ZIP file with Winzip and view the Microsoft Office files contained within the WinZip file. Immediately save (extract) the individual files to an appropriate directory on your computer, such as "Desktop" or "My Documents".

Completing the Disk Based Bid

Once the Microsoft Office files are properly saved, open the individual files and enter the required information in the appropriate fields. Save each file again to capture the new information you entered.

Submitting the Disk Based Bid

Save the completed files to a CD or diskette. Label the CD or diskette with the Bid/RFP number and bidder's name (company name, not contract name). Submit as instructed in the Bid or RFP solicitation document.



**State of Rhode Island and Providence Plantations
Department of Administration
Division of Capital Projects/Property Management
Inter-office Memorandum**

Subject: RFP # 7484373

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