



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  
November 12, 2013

ADDENDUM # 1

RFP # 7529367

**TITLE: Architectural & Engineering (A&E) Services for Virks Building  
Renovations, Pastore Campus, 3 West Road, Cranston, Rhode Island**

**Submission Deadline: Wednesday November 27, 2013 at 10:30 am (Eastern Time)**

**Notice to Vendors, attached includes:**

- Sign in sheet from non mandatory pre bid conference on 11/7/2013
- Sign in sheet form non mandatory walk thru held on 11/12/2013
- Updated language from solicitation
- Updated Fee Proposal Form which must be used when submitting sealed fee proposal envelope

**Thomas Bovis  
Interdepartmental Project Manager**

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



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

BID NUMBER: 7529367  
 BID/TITLE: A&E SERVICES VIRKS BUILDING  
 PRE-BID DATE AND TIME: 11/7/2013 10:00

Purchasing Representative: TOM BOVIS  
 Pre-bid START TIME:  
 Pre-bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT EMAIL	CONTACT PHONE NUMBER AND CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
VERA WATKINS ASSOCIATES	MICHAEL DOWNAN		335 WESTMINSTER PROVIDENCE, RI	mjd@VWASSOC.COM	401.274.1300	
Brunet Bennett Architects	Kyle Robinson		37 N Blossom St E. Providence, RI	KRobinson@BBATD.COM	401-431-1922	
Engineers Design Services	Raymon Deseault		141 Industrial Dr. Slatersville, RI	redd@redesign.com	401-765-7655	
CDR MACHINE, INC.	DAVID TUBERTY		225 CHARMAN PROVIDENCE RI	daniel.tuberty@cdrmachine.com	401-272-6000	
CREATIVE ENVIRONMENT	Richard Newell		50 OFFICE PKWY E PROV RI	RNEWELL@CREATIVEENV.COM	401.438.7733	
CDR Maguire	Rich Bernardo		225 Chapman St Providence	Richard.Bernardo@cdrmaguire.com	401-272 6000	
LIBB Architects	NATUR PARTAS		141 Exchange Pawtucket	libbarch.com	401-421-7715	
DBM Architects	Ashley Feester		111 Chestnut St Providence	AFeester@dukebrain.com	401-851-1240	
PARE CORPORATION	Scott Lindbergh		8 Blackstone Valley Pl Lincoln RI	slindbergh@parecorp.com	401 334-4100	
Care Technology Inc	Belinda Wang		42 Mosher Street Rd, Lincoln, RI	bwang@caretechnology.biz	401-728-3235	
VHB	Don Strasson		10 Dorchester St Providence RI	STRASSON@VHB.COM	401-272-8100	
William Stank Architects Inc	Geoffrey Northrup		120 Cove St. Fall River, MA	GNorthrup@stankarchitect.com	(508) 679-5733	
WILLIAM STANK ARCHITECTS	ROBERT JACOBS		120 COVE ST FALL RIVER, MA	RJACOBS@STANKARCHITECTS.COM	508-679-5133	
TECTON ARCHITECTS	JUSTIN HOPKINS		17 RAILEAD AVE. WESTELY, RI	justinh@tectonarchitects.com	401-596-7555	
DOA	LINDA PROVAZZA		1 Capitol Hill	linda.provazza@doa.ri.gov	401-222-1557	



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

BID NUMBER: 7529367  
 BID TITLE: A&E SERVICES VIRKS BUILDING  
 PRE-BID DATE AND TIME: 11/17/2013 10:00

Purchasing Representative:  
 TOM BOVIS  
 Pre-bid START TIME:  
 Pre-bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT EMAIL	CONTACT PHONE NUMBER AND CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
16 AMORONIAN & ASSOCIATES	MICHELLE VOISIN	MICHELLE VOISIN	310 GEORGE WASHINGTON SMITH AVE. LI PROVIDENCE, RI	MULSIA@amv-ny.com	(401) 232-5010	
17 Robinson Area District	A. Romero	A. Romero	50 Holden Providence, RI	aromero@rgh.net	(401) 272-730 FAX (401) 273-7156	
18 Pure Corporation UNION STUDIO ARCHITECTS	Daniel Satterbrook	Daniel Satterbrook	5 BLACKSTONE VALLEY PL LINCOLN, RI 140 UNION ST PROVIDENCE, RI	dsatterbrook@purecorp.com	334-4100 334-4108	
19 HAKS ENGINEERS	FRANCO SALASSONE	FRANCO SALASSONE	101 CENTER POINT DR SUITE 201 MIDDLETOWN CT	FRANCO.SALASSONE@HAKS.NET	860-632-5155 860-632-5155	
20 HAKS ENG. NORTHERAST	Fred Clark	Fred Clark	38 Washington St. Newport, RI	fred@haks.net	401-846-9583	
21 Vision 3 Architects	Pan Hausk	Pan Hausk	225 CHAPMAN ST. PROVIDENCE, RI	PHAUERK@VISION3ARCHITECTS.COM	401-461-7771	
22 Vision 3 Architects	Joe Cardena	Joe Cardena	" "	JCARDENK@VISION3ARCHITECTS.COM	" "	
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**"NON-MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET**

<b>BID NUMBER:</b>	7529367
<b>BID TITLE:</b>	A&E SERVICES VIRKS BUILDING
<b>PRE-BID DATE AND TIME:</b>	11/7/2013 10:00

<b>Purchasing Representative:</b>	TOM BOVIS
<b>Pre-Bid START TIME:</b>	
<b>Pre-Bid END TIME:</b>	

	COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER AND CONTACT FAX NUMBER	PROPOSAL SUBMITTED (for Purchasing Use Only)
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VIRKS BUILDING  
WALK THROUGH  
NOVEMBER 12, 2013

SIGN IN SHEET

<u>NAME</u>	<u>FIRM</u>	<u>EMAIL</u>
CHRISTIAN LADD	LB ARCHITECTS	CLADD@LB ARCH.COM
Douglas KAUFFELZ	UNION STUDIO	Douglas@UNIONSTUDIOARCH.COM
DANIEL TUBERTY	CDR MAGUIRE	daniel.tuberty@cdmaguire.com
MINEK HUMPHREYS	ANDRONIAD & ASSOC	MHUMPHREYS@ARCH-ENG.COM
RICHARD NEWELL	CREATIVE ENVIRONMENT	RNEWELL@CEC-ENGINEERING.COM
Tracey Donnelly	RGB	tdonnelly@rgb.net
Raymond Dussault	EDS	rdussault@edesignservice.com
Kyle Robinson	Blount Bennett Arch	KRobinson@BBALtd.com
FRANCISCO RUELA	HAKS	FRUELA@HAKS.NET

**RFP # 7529367**

**Addendum No. 1: Architectural & Engineering (A&E) Services for Virks Building Renovations**

The Following sections are to be deleted in their entirety and replaced with the new language provided below.

Deleted sections: Section 2.2)a) 2; Section 2.2)a) 3; Section 2.2)a) 4; Section 2.2)a) 5; Section 2.2)a) 6; Section 2.2)b); Section 2.2)c); Section 2.2)d); Section 2.2)k); Section 2.2)l); Section 2.4).

**Section 2.2) a)**

2. Existing Conditions

This is an assessment, by qualified staff and sub-consultants, of the existing conditions of the building, both interior and exterior including building envelope, ADA accessibility, structural analysis, electrical, plumbing, HVAC, fire protection, tele/data, and life safety. A code analysis should be included in this section. Plans of the existing building should be developed in CAD, along with a site survey, and an existing finish schedule. The successful respondent should utilize the information provided in the 2008 Existing Conditions Report as a starting point.

**Section 2.2) a)**

3. Hazardous Materials

An independent third party consultant should be hired to perform and provide a hazardous materials survey, testing, report and plan. This should be conducted by a hazardous materials consultant. The architect is to supply and coordinate these services. The hazardous materials consultant should be a sub-consultant to the architect. This work is to be included in the Respondent's fee proposal.

**Section 2.2) a)**

4. Proposed Improvements List

This should be formatted to show all repairs (interior and exterior), required upgrades, modifications and renovations. Proposed improvement list should provide remarks justifying why improvement is being called for. This should be formatted by floor, exterior envelope, site plan and providing area locations with each. Improvements shall include notes for exterior envelope, building structure, interior renovations, finishes, electrical, plumbing, HVAC, fire protection, tele/data and life safety. The document should be ranked from most critical to least critical.

**Section 2.2) a)**

5. Space Programming

The architect shall provide programming for general office use including furnishings, fixtures and equipment (FF&E) for approximately 250 staff. DOA Capital Projects staff will work with the Designer to define number of conference rooms and private offices. Proposed schematic floor layouts of each building level along with a written program and furniture layouts should be provided, as well as a list of all proposed furniture. FF&E will be a separate bid package provided by the Architect as part of this contract.

**Section 2.2) a)**

6. Cost Estimate

Provide for all work identified in the Proposed Improvements Lists. This should be itemized (with a line ID for each item) for each proposed improvement. The Cost Estimate is to be submitted in excel format ranked in CSI format with costs broken down into columns indicating priority level.

**Section 2.2)**

b) SITE CIVIL ENGINEERING

This includes: design for drainage considerations pertaining to roof, porches and patios, ADA compliant site design, a site plan, permitting, etc. and comply with any Authority having Jurisdiction (AHJ),

**Section 2.2)**

c) ARCHITECTURAL DESIGN SERVICES

The Architect shall be required to prepare separate bid packages for a Phase I project and a Phase II project. The Architect shall provide submissions for Schematic Design, Design Development, 90% Construction Document, and final (100%) for Advertising. RIDOA Capital Projects reserves the right to combine the Phase I and Phase II bid packages at no additional cost. The awarded firm must address comments from the RIDOA Capital Projects for each submission and make revisions as applicable at no additional cost. The design submissions shall include all design disciplines, i.e. mechanical, electrical, etc. The awarded firm must provide full Architectural and Engineering design services for construction bid documents, procurement process assistance, construction administration services and closeout document review and approval.

1. Roof Construction Documents: All work related to the roof consisting of but not limited to gutter replacement, downspouts, soffits, cornice repairs, repointing of immediately adjacent brick areas, etc. The roofing documents should also include an Alternate for slate shingles instead of asphalt shingles, based on RIHPHC approval.
2. Structural: Complete building design based on Required Code.

**Section 2.2)**

- d) Mechanical: Complete building design to provide full HVAC building systems based on Required Code.

**Section 2.4) DELIVERABLES:**

- a) Preliminary Building Study Report with cost estimate. Cost to be in MS Excel format).  
Provide five (5) hard copies plus and one (1) CD in pdf.
- b) Final Building Study Report with cost estimate. Cost to be in MS Excel format.  
Provide five (5) hard copies plus and one (1) CD in pdf.
- c) Schematic Design submission.  
Provide two (2) full size and one (1) CD in pdf. The Architect shall be required to provide one colored exterior perspective drawing and three colored interior perspective drawings.
- d) Design Development Submission with cost estimate.  
Provide two (2) full size and one (1) CD in pdf, cost estimate to be in MS Excel format. The Architect shall be required to provide an updated colored exterior perspective drawing and three colored interior perspective drawings.
- e) 90% Construction Documents Submission with cost estimate.  
Provide two (2) full size and one (1) CD in pdf, cost estimate to be in MS Excel format.
- f) 100% Construction Bid Documents.  
Provide two (2) full size and one (1) CD in pdf, cost estimate to be in MS Excel format. The Architect shall be required to provide an updated colored exterior perspective drawing and three colored interior perspective drawings.

**PROFESSIONAL SERVICES FOR ARCHITECTURAL AND ENGINEERING  
FEE PROPOSAL FORM - RFP# 7529367**

**Date:** November 12, 2013

**To:** The Department of Administration,  
Division of Purchases, 2<sup>nd</sup> floor  
One Capitol Hill, Providence, RI 02908-5855

**Project:** A&E Services for the Virks Building Renovations Pastore Campus, 3 West Road  
Cranston, Rhode Island.

**Submitted by:** Firm Name and Address

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\_\_\_\_\_

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(Please include in the firm's legal name, contact name, address, telephone, fax number, contact email address, and license number if applicable)

**1. Phase I: Building Study Report and Roof Improvements Base Price**

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The fee for this phase includes the Building Study Report and design of a Bid Package as described in the attached RFP to make required improvements to the roof.

**2. Phase II: Remaining Building and Site Improvements Base Price**

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The fee for this phase includes the design of a Bid Package for the remaining building elements as defined in the attached RFP.

**3. Reimbursables**

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LEED Commissioning, Hazardous Materials Inspection, Printing, postage and out of state travel not related to visits to project team members or project site.

**6. Total Lump Sum Fee**

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Includes base prices and reimbursables

**7. Fee Proposal Form Signature(s)**

\_\_\_\_\_  
(Bidder's Name, Title)

\_\_\_\_\_  
(Bidder's Signature and Company Seal)

THE CONTRACTOR SHALL PROVIDE AN AFFIDAVIT THAT THE PERSON WHO HAS AFFIXED HIS OR HER SIGNATURE TO THIS BID FORM IS ACTIVELY AND LEGALLY AUTHORIZED TO BIND THE FIRM CONTRACTUALLY.

**THIS FORM MUST BE SUBMITTED WITH AND AFFIXED TO THE FEE PROPOSAL FORM.**