



**State of Rhode Island  
Department of Administration / Division of Purchases  
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**Solicitation Information  
December 16, 2014**

**ADDENDUM # 1**

**RFP# 7549152**

**TITLE: Architecture and Engineering Services New Welcome Center, University of Rhode Island**

**Submission Deadline: Tuesday December 23, 2014 at 11:00 am (Local Time)**

**Notice to Vendors:**

**-Attached includes**

- **Sign in log from pre bid conference.**
- **Information from pre bid conference**
- **Questions received with responses, 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.*

Campus Planning & Design  
PRE-PROPOSAL MEETING  
PROJECT NAME: Gateway to URI  
Public Bid No. 7549152  
December 9, 2014 11 am  
210 Flagg Rd - 209

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Bid # 7549152  
Pre-proposal Conference  
12/9/14

Addendum #1

Changes to RFP, Attachment B - AIA B101 draft contract:

Section 4.1.3 should read:

Measured drawings of Existing Buildings: As an Basic Service, the Architect will provide measured drawings of a sufficient nature to complete demolition drawings, inclusive of providing details for the termination and capping of all utilities at site. Any destructive testing and/or forensic work will be done on a cost basis under a Contract Allowance Expense.

Section 4.1.23 should read:

Extensive environmentally responsible design: The project is to be designed and documented to generally comply with requirements for a "GOLD" status in the LEED® rating system developed by the U.S. Green Building Council. It is the intent of the Owner to have the project certified upon completion.

Section 4.1.33 should read:

Hazardous Material Coordination: The owner will be responsible for all hazardous materials testing and provision of hazardous materials remediation plans. the Architect, as a basic service, will incorporate remediation plans into contract documents.

Section 4.3.3.2 should read:

Weekly visits to the site by the Architect over the duration of the Project during construction or as necessary to resolve construction exigencies. Bi-weekly visits to the site will also be made by the project engineers during periods of construction when the engineers' specified Work is being installed. Monthly visits to the site will be made by the Architect's Designated Project Representative to coincide with the review of the Contractor's applications for payment. Bi-monthly visits to the site during construction by the Associate Architect, but not exceeding a total of six (6) visits.

Section 4.1.34 should read:

Travel to Other Projects: As a basic service, include in the proposed fee the time required for key design team members to travel with the building committee to visit one comparative facility at another university campus within one day roundtrip driving distance from the URI Kingston Campus. Travel and subsistence expenses involved with additional visits to similar projects at other universities will be an Additional Service.

**RFP# 7549152**

**TITLE: Architecture and Engineering Services New Welcome Center, University of Rhode Island**

**Submission Deadline: Tuesday December 23, 2014 at 11:00 am (Local Time)**

1. Our license to provide architectural services in Rhode Island has lapsed, and we don't have a Certification of Authorization. We have found that the time it might take to reinstate these qualifications might not occur by the submittal's deadline, December 23<sup>rd</sup>. Is there any leniency given this fact? Should staffing affect the ability of firms to pursue projects?

***The state of Rhode Island requires that A&E firms have a valid Certificate of Authorization in order to submit a proposal for A&E services.***

2. If we can respond to the RFP, do our in-house architects/designers have to have RI licenses or are they covered under our firm's umbrella?

***At least one architect must be registered architect in Rhode Island.***

3. Do all our sub consultants i.e. mechanical engineers, structural engineers, landscape architects have to have RI licenses and a COA?

***Primary vendor who has the purchase order only requires the COA, however, all drawings that are required to be stamped, must be stamped by a RI registered professional.***

4. Are there any more documents that we have provide?

***Please review the solicitation***

5. Architectural/Engineering Services it states that "a copy of the current Rhode Island Certificate of Authorization for the firm and current Rhode Island registration(s) for the individual(s) who would perform the work must be included in each copy of the Technical Proposal response to this solicitation." Should we include a Certificate of Authorization for each consultant firm on the team as well as copies of the registration for each member on the team? Or should these documents just be included for the prime architectural firm?

***Prime contractor only***

6. How many staff will occupy the building?

***Up to 8. This will be subject to change during the programming stage of the design process.***

7. How many visitors do you anticipate on a daily basis, and what size groups do you expect using the facility?

*The largest of the presentation rooms is expected to hold up to 175. This will be subject to change during the programming stage of the design process.*

8. Can you provide the area in SF/acres of the parking lots?

*The parking are to the east is approximately 3 acres*

9. Can you please identify who will make up the Selection Committee?

**Members from the office of the Provost, Admissions, & Business Services will comprise the selection committee.**

10. Do you require Technical Proposal Materials for the Audio-Visual, Telephone/Data engineers as part of the proposal as part of this proposal Submission?

*You should identify your proposed Audio-Visual, Telephone/Data engineer for the project.*

11. At the Pre-Proposal Conference you cautioned not to add more consultants than those identified on the RFP, however, we see a need for both Acoustic and Specification Consultants. Will we be penalized if we add these disciplines to our team?

*No. Please clearly identify the cost of these in your cost proposal.*

12. Is a copy of a current Rhode Island Certificate of Authorization and the Rhode Island registration(s) required for all team consultants or only from the prime consultant?

*See answer to question 5*

13. Attachment "D" Is it expected that the A&E Firm include in the fee the cost to provide site surveying services from a Land Surveyor? If so, are the limits of the site to be surveyed the same as indicated on the site plan image included in the original RFP (Lot 1 and Building Site)? The Attachemnt "D" Matrix lists site survey as a Basic Service and an Additional service.

*The basic service as described in the AIA B101 is part of your fee. The actual cost of the Survey is part of the Additional Services allowance.*

14. Is there current existing site, utility, and other pertinent site survey information available to the A&E Firm? If so, is it available on electronic media such as an Autocad?

*Some limited information is avaiable. It is not in AutoCAD format. All materials that the university has will be turned over to the awarded firm.*

15. Will the A&E firm be responsible to document and prepare existing condition drawings of the building proposed to be demolished?

*Yes.*