



State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
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**Solicitation Information**  
**July 19, 2016**

**ADDENDUM # 2**

**CR-45 / Solicitation #7550774**

**TITLE: Architectural and Engineering Services**

**Initial Submission Deadline is:**

**Monday July 25, 2016 at 11:00 am (Local Time)**

**Note to vendors:**

Continuous Recruitment 45 has been posted under solicitation #7550774 to host a zip file for bid submission. Either search for this solicitation on the state purchasing website, or click [here](#) to download the zip file.

Additionally, please use solicitation #7550774 to generate your three page RIVIP bidder certification form.

**Attached includes:**

- Questions received with answers

**Max Righter**

**Buyer 1**

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



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## Questions Received

### CR-45 / Solicitation #7550774

#### Architectural and Engineering Services

1. Would you elaborate on the criteria and type of information you are seeking in the scoring category of Web Based Filing Capacity.

**Answer: Web Based Filing Capacity is described in section 5.c "Ability to provide Microsoft SharePoint web based data sharing filing system or equal product."**

2. On the CR-45, the document states on page 11, that the bidder is to complete and sign the **four page** RIVIP generated Bidder Certification Cover Form downloaded from the RI Division of Purchasing website. The cover form that was generated once logged in, was only **two pages**. Was the instruction on the CR-45 written in error, or am I experiencing an error on the State website?

**Answer: The RIVIP bidder form generated for Continuous Recruitments is outdated and is only 2 pages. Please use solicitation #7550774 to generate your RIVIP Bidder Certification Cover Form. The proper RIVIP Bidder Certification Form is 3 pages in length.**

3. We were wondering if the Fees for CR-45 A/E Services were for Design Fees or Total Costs?

**Answer: Fees proposed in response to CR-45 should be inclusive of all costs.**

4. In reading the CR-45 does Purchasing require each discipline to be packaged/bound separately or can technical proposals be separated by tabs in one document?

**Answer: Please submit separately sealed proposals for each discipline. Each proposal will be evaluated on an individual basis.**

5. Does Purchasing require a complete Form 330 for each discipline which would seem to have redundancy with resumes, sample projects, org charts etc. Or is the submission of the 330 Part II sufficient for each technical proposal?

**Answer: Please submit a completed form 330 for each discipline that you submit a proposal for.**