



**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
December 3rd, 2018**

ADDENDUM # 2

RFQ# 7597602

TITLE: A&E Design Services for the Rhode Island Medical Examiner's Office

Submission Deadline is:

Monday December 10th, 2018 at 11:00 am (EST)

Note to vendors:

Attached includes:

- **Questions received with State answers. No further questions shall be answered.**
- **Questions addressed at the pre-bid held on November 5th, 2018.**
- **Supplemental information**

**Max Righter
Senior Buyer**

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



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Questions Received

Solicitation #7597602

A&E Design Services for the Rhode Island Medical Examiner's Office

1. The RFP describes insufficient parking. Please clarify the scope of the parking areas repairs. Specifically, please confirm if proposals should include services to develop adjacent land for parking.

Answer: Anticipate repaving of the existing parking lot.

2. It is our understanding from the walkthrough that the state does not intend to share the feasibility study prior to submission of the proposal and the LiRo Group, who authored the feasibility study, intends to submit a proposal for the project. We are concerned that information in the report may give advantage to bidders and the LiRo Group has access to the feasibility study. Will the state re-consider sharing the Feasibility Study with all A&E firms prior to submission of proposals?

Answer: To clarify, the LiRo Group study was a "fit-study" and it is our intent to distribute the design plans from the study.

3. Please confirm that specification of furniture, fixtures and equipment (FF&E) items are not included in the requested design services.

Answer: FF&E is not included in the requested design services.

4. Please clarify if an inventory, including utility requirements, of owner supplied medical equipment (including any equipment to be re-located from the existing Medical Examiner's Office) will be provided to the A&E team, or should the design team anticipate the need to inventory existing equipment to be relocated and it's requirements.

Answer: The A/E team should anticipate the need to inventory existing equipment and identify the reuse or relocation strategy as part of the programming and schematic design process.

5. We understand the total project budget is \$15,000,000. Can a breakdown indicating anticipated construction cost be made available?

Answer: It is our intent to distribute the construction cost estimate. In addition to the conceptual budget estimate, the construction budget will carry and additional \$1,000,000 for site and utility related issues.

6. We understand IT, AV and security systems will be part of the project. Please confirm if design and specification of these systems will be by owner's separate vendor/consultant and A&E services will be limited to coordination with owner's separate consultants.

Answer: The design agent will be responsible for the design of IT, AV and security systems.

7. Under the SD and DD Phase deliverables there is a reference to Attachment "A". Please provide Attachment "A"

Answer: This should read "Construction Documentation Drawing Set Minimum Standards" included on pages 9-12 of the RFP.

8. Please clarify the responsibilities of the design team in the preparation of bid documents as described in the "Bid Phase" section. Please confirm that the owner will be responsible for preparing the General Requirement (Division 00) portion of the project documents and advertising to bidders.



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Answer: Yes, the owner will provide Division 00.

9. It is our understanding from the walkthrough that no hazardous materials report is available at this time, and the building investigation is to include testing for mold, lead, moisture and asbestos. Because the scope of services required may vary based on the results of the initial testing, we would recommend providing an allowance for any additional testing and preparation of abatement plans that all bidders carry or ask that any additional testing and preparation of abatement plans be broken out as a separate line item in all proposals so each proposal can be fairly compared.

Answer: Please carry a line item for the initial testing in the proposal response. In addition, carry an allowance of \$30,000 for the preparation of an asbestos abatement plan and any additional testing that may be required.

10. CA Services describe "bi-weekly construction progress meetings." Please confirm that this is intended to mean one meeting every 2 weeks. Please provide an assumed duration of construction so all bidders can provide a cost for an equal scope of work.

Answer: Anticipate one meeting for every two weeks with an anticipated 12 month construction schedule. The A/E should anticipate some limited involvement during post occupancy building start up.

11. LEED requirements were discussed at the walkthrough. The RFP references RI Green Construction Code. Please confirm LEED certification will not be required.

Answer: LEED certification will not be required.

12. Please confirm that commissioning of HVAC, Electrical and Plumbing systems will not be required.

Answer: Commissioning will be required only to the extent to meet design requirements, and for owner-operator training and to provide fully operational systems.

13. The Architectural Qualification section refer to "number of years in business doing general contracting." Please confirm the reference to general contracting is a typo.

Answer: this should read "number of years doing business as an architect/engineer".

14. The RFP notes that there are drainage issues within the parking lot. It appears that the entire parking lot sheet flows towards one catch basin adjacent to an overhead garage door. Are existing drainage plans available; is there any information on where the drainage basin is routed? Can the ongoing drainage issues be described in detail?

Answer: Refer to the Facility Conditions Assessment included in this solicitation. No existing drainage plans or site plans are available. The A/E to provide existing and proposed site plans and to provide all information for proper drainage, paving, utilities, and site features.

15. Are there any known issues with existing utilities in the building (i.e. water, sewer).

Answer: Refer to the Facility Conditions Assessment included in this solicitation.

16. The reimbursable expense allowance of \$2,000 is for reproduction/printing costs with all other reimbursable expenses being billed at cost plus 8%. Is this correct?

Answer: Yes.

17. Page 13, B. Cost proposal, item 2, requests a 'hourly breakdown of the above lump-sum price per primary and secondary roles'. Please clarify this request.



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Answer: Primary role is the Prime consultant who will be responsible for the entire design set of plans and specifications and who will have prime responsibility for the design and construction contract. Secondary roles are the consultants who will work for the prime consultant. Secondary roles will be responsible for their portions of the design plans and specifications only. Provide a list of the billing categories for both the Prime and Secondary consultants for each billing category anticipated.

18. On page 6, Specific Activities/Tasks, item 4: Is it the intent of the proposal to include HazMat Testing for mold, lead, moisture and asbestos

Answer: Yes.

19. Will a site survey be provided by the Owner or is it the intent for it to be included in the cost proposal?

Answer: A site survey will not be provided by the owner and should be provided by the A&E firm as part of the design work. Costs should be included as a separate line item in the solicitation response for a site survey and civil engineering design services.

20. Will borings, test pits and geotechnical engineering be provided by the Owner or is it the intent for it to be included in the cost proposal?

Answer: Costs should be included as a separate line item in the solicitation response for these services; assume that one test pit only will be required to characterize the structural bearing capacity and characteristics of the soil at the location of the new elevator.

21. Should A/E provide commissioning agent as part of their scope of services or will the State procure via the MPA?

Answer: A/E to provide.

22. What is the extent of RIHPHC's jurisdiction on this project?

Answer: RIHPHC has authority to review, however we have received a preliminary letter that they are primarily concerned with preservation only of the historic mile marker in the front elevation.

23. Does the formatting of written documents and printed documents on page 16 and 17, which calls for 1" margins and 12 point font, apply to the entire document, including photos. Additionally, are copies to only be bound with removable binder clips?

Answer: This does not apply to photos and copies are to be bound along the left edge with a spiral binding or similar method.

24. It is our understanding that a contract for A/E services has been awarded, for this building, for a very similar scope of work that is outlined in item #7 on page 7 of the RFP for the ME's Office. Could you please confirm? If so, do you anticipate any coordination between the two A/E firms?

Answer: The scope of work outlined in item # 7 on page 7 is scope of potential remedial work identified in the Facility Condition Assessment. There has not been an A/E services contract awarded and therefore coordination between two A/E firms will not be necessary.

25. Is there a LEED Certification requirement?

Answer: No.

26. Are there FF&E requirements? Relocation of existing or all new?

Answer: FF&E is a separate line item in the RI DCAMM project budget. This information will be shared with the A/E Services awardee.



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27. My supervisor would like to confirm whether or not the pre-bid meeting was mandatory?

Answer: The pre-bid meeting held on 11/5/2018 at 10:00 am was non-mandatory.

Medical Examiner's Office
50 Branch Avenue, Providence RI
Solicitation #7597602

Answers to Questions Posed at the 11/5/2018 Pre-Bid Meeting:

1. Will the design follow LEED and/or RIGBC standards? Yes, follow the requirements of the RI Green Buildings Act. It is our intention to follow the RI Green Building Code and the new RI Energy Stretch Code for Commercial Construction. LEED is an acceptable alternative to the RI Green Building Code.
2. Will FF&E be required and who will manage the tenant moves? FF&E must be provided as part of the project. Move management to move the Medical Examiner to the 50 Branch Avenue location should be included in the project.
3. Phase 1 environmental testing has not been done and will be required as part of this project. We will need to characterize the environmental contaminants should they exist as part of the project.
4. Please elaborate as to the extent of exterior work that will be required. In addition to what is listed in item #7 of the RFP, it is our intention to provide for building integrity and performance.
5. Will there be a change of use? No, it will remain a business use.
6. Can you release the Feasibility Study? Yes, it will be released.