



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 5th, 2018

ADDENDUM # 1

RFQ# 7597633

TITLE: A&E Design Services: Feasibility Study for the Renovation of 55 Colorado Avenue, Warwick, RI for the Rhode Island Board of Elections

Submission Deadline is:

Wednesday December 12th, 2018 at 11:30 am (EST)

Note to vendors:

Changes to the scope of work:

Section 3 Scope of Work and Requirements: Part I. Facility Condition Assessment, Item D: has the following requirement as part of the base bid work:

“Provide Phase I Environmental Site Assessment for the property”.

- Delete** “Provide Phase I Environmental Site Assessment for the property”
- Add** “Provide Phase I Environmental Site Assessment for the property as an **Add Alternate**”

Attached includes:

- Updated bid form (Appendix B) which must be used with bid submission
- Questions received with answers. No more questions will be answered.
- Supplemental solicitation information
- Sign-in sheet from mandatory pre-bid held on 11/28/2018. Only vendors listed on the sign-in sheet will have their proposals considered.

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 #7597633

(A&E) Design Services: Feasibility Study for the Renovation of 55 Colorado Avenue, Warwick, RI for the Rhode Island Board of Elections

1. The RFP request that a Class I Site Survey and Boundary Survey of the property be completed. Will these be required or will the survey completed for the RIDOT project be available for use by the selected consultant.

Answer: Under a current contract and Purchase Order between the RI Department of Transportation and Louis Federici Associates, the following services and deliverables have already been purchased by RIDOT and will be made available for use by the selected consultant:

- A. A Class I, Comprehensive Boundary Survey of the existing site located at 55 Colorado Avenue.
- B. An Administrative Subdivision plan to the City of Warwick and preparation of a new legal description. Submission and filing of final plan for recording. Tie in to the Rhode Island Plane Coordinate System Datum NAD83 (2011) and NAVD88.
- C. Upon approval of the City of Warwick Planning Board, a Class I Survey of the proposed new lot.
- D. A new existing conditions site plan showing contours, all structures all utilities with rim and invert elevations.
- E. Documents shall be available in AutoCAD format.
- F. Survey shall identify all easements granted to or by the State and depict any visible encroachments onto or across the property.
- G. Stone boundaries shall be set at each corner of lot.
- H. Preparation and submission of deed descriptions, restrictions and easements for the new lot.

2. Has a Phase I Environmental Site Assessment been done for the project and is it available to the selected consultant.

Answer: Please see answer to Question No. 1.

3. "c. Proposals shall include the following:

"Technical Proposal - describing the qualifications and background of the applicant and experience with and for similar projects, and all information described earlier in this solicitation. The technical proposal is limited to six (6) pages (this excludes any appendices and as appropriate, resumes of key staff that will provide services covered by this request)."

Should the 6 pages be single sided or double sided?

Answer: Double sided is permissible.

4. "NOTE: As part of the Technical Proposal, all Respondents shall utilize and complete Standard Form 330 Part I and Part II. The form is available on the Division of Purchases web site."

Is the Standard Form 330 Part I and II are the only acceptable forms for submission of the Technical Proposal?

Answer: Standard Form 330 Part I and Part II are required, and can be in addition to the 6 pages (double sided permissible) for the Technical Proposal.

5. "Formatting of written documents and printed copies:



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- a. For clarity, the technical proposal shall be typed. These documents shall be single-spaced with 1" margins on white 8.5"x 11" paper using a font of 12 point Calibri or 12 point Times New Roman."

Is the 1" margins and font of 12 point Calibri or 12 point Times New Roman specified in RFP the only acceptable format for the submission?

Answer: Please follow the formatting provided in the RFP.

6. It is our understanding that the RI Dept. of Transportation already executed a site survey complete with bounds, grading and utilities. Will this be made available? If so, is a site survey still required as part of the A&E scope of services?

Answer: Please see answer to Question No. 1.

7. Please clarify the need for LEED accredited professionals on the feasibility study team.

Answer: Per Section 1, Item 13, "Feasibility Studies shall integrate the requirements of R.I. General Laws, § 37-24 The Green Building Act and reflect integration of these requirements in all professional fees and cost estimates." It is important in the Feasibility Study Phase, that the selected consultant have LEED accredited professional(s) on the team who understand the requirements of this RI General Law and compliance paths. This may impact changes/upgrades to the building and cost estimates.

8. Will the technical proposal page count be increased above the six page limitation? If so, what is the new number?

Answer: Please see answers to Questions No. 3 and 4 above.

9. We request clarification on item #2 under Instruction and Notifications to Offerors. It states that alternative approaches are welcome. If we propose an alternative methodology as our solution, should we also provide a methodology which confirms to a more standard approach?

Answer: A Feasibility Study for this property inclusive of cost estimates for the proposed end user agency, is a requirement for future funding related to this project. Approaches within the context of providing the required Feasibility Study deliverables, may be described within respondent submission.

We request clarification on some of the tasks under Part I: Facility Assessment of 55 Colorado Avenue.

10. Based on discussion at the pre-bid conference, it seems that the items D, E and F of this section may have been completed for DOT for this building. If so, can these be used in place of creating new ones?

Answer:

Regarding Section 3: Part I Facility Assessment Item D: As of the date of the question responses, DCAMM does not have confirmation that a Phase I Environmental Site Assessment for the property has been completed and does not have it on file. The cost of the Phase I Environmental Assessment shall be included as an Add Alternate on the revised bid form.

Regarding Section 3: Part I Facility Assessment Item E: Please see answer No. 1 above.

Regarding Section 3: Part I Facility Assessment Item F: Please see answer No. 1 above.



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11. Since CAD drawings already exist, could these be used as a basis for the drawings listed under I? Would you want us to do field verification? Or would you want us to develop entirely new ones?

Answer: Per Section 3.1 Item 6., "Drawings: Existing drawings are available in AutoCAD format. All new drawings shall be submitted in hard copy as well as Revit and PDF formats. Feasibility Study drawings shall be in Revit LOD 200. Reports and all documentation of existing conditions shall be submitted in hard copy and CD. Revit models shall be made available by the successful Respondent to their project team including all disciplines." All new drawings shall be submitted in Revit LOD 200. An existing AutoCAD floor plan on file is included for reference purposes.

12. For item K, we would like more details about what seismic, wind and energy evaluations would need to be conducted and how much detail is required, based on the overall scope of work allocating 20% of the project to the conditions assessment.?

Answer: For the proposed new program, the existing building shall be evaluated for any seismic requirements/upgrades as well as wind requirements/upgrades in narrative format (existing conditions and recommendations). Costs associated with recommendations and code requirements should be reflected in cost estimates. Energy evaluations should reflect the R.I. General Laws, § 37-24 The Green Building Act and describe opportunities available for partnering with the RI Office of Energy Resources.

We request clarification on the format of the proposal in regard to the following items:

13. Should the RIVIP Cover Form be combined with any other documents or submitted separately?

Answer: One completed and signed RIVIP Bidder Certification Cover Form (included in the original copy only) downloaded from the Division of Purchases website at www.purchasing.ri.gov. Do not include any copies in the Technical or Cost proposals.

14. Should the RI W-9 be combined with any other documents or submitted separately?

Answer: One completed and signed Rhode Island W-9 (included in the original copy only) downloaded from the Division of Purchases website at <http://www.purchasing.ri.gov/rivip/publicdocuments/fw9.pdf>. Do not include any copies in the Technical or Cost proposals.

15. How does the original and the copy version of the MWE, WBE and/or Disability Business Enterprise forms differ? Should these forms be combined with any other documents or be submitted separately?

Answer: Two (2) completed original and copy versions, signed and sealed Appendix A. MBE, WBE, and/or Disability Business Enterprise Participation Plan. Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation. Do not include any copies in the Technical or Cost proposals.

16. Is the technical proposal limited to a maximum of 6 pages? Are those single or double-sided? Are consultants resumes excluded from the page count, along with the architect's resumes?

Answer: Please see answers to Questions No. 3 and 4 above.

17. Does the formatting outlined on page 16, item 2a, specifying font style and size, along with margins, apply?

Answer: Please follow the formatting provided in the RFP.



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18. SF330 is listed as a requirement of the Technical Proposal submission. Will it be acceptable to DCAMM to utilize a format other than SF 330, provided all the information requested is included? (IE: In house marketing materials and project pages).

Answer: Standard Form 330 Part I and Part II are required. Additional in-house marketing materials and project pages are permitted.

19. Are you requiring BOTH SF330's and qualifications...generally it is one or the other

Answer: Standard Form 330 Part I and Part II are required. Additional in-house marketing materials and project pages are permitted.

20. Are you limiting the Technical proposal to six pages and if so, can they be double-sided?

Answer: Please see answers to Questions No. 3 and 4 above.

Supplemental Information:

Attachment C: BOE Draft Space Programming Survey 8.6.18

Attachment D: Facility Condition Assessment

Attachment E: X - Floor Plan (AutoCAD File)



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"MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its representative attend this mandatory prebid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

BID NUMBER: 7597633

BID TITLE: A&E Design Services: Feasibility Study for the Renovation of 55 Colorado

PRE-BID DATE AND TIME: November 28th, 2018 at 10:00 am

Purchasing Representative:	Max Richter
Mandatory Pre-bid START TIME:	10:00 AM
Mandatory Pre-bid END TIME:	10:30

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER
1 State Purchasing	Max Richter		1 Capitol Hill Providence RI	max.richter@proc.state.ri.gov	401 5746174
2 DAI	PAUL YOUNG		529 Main St Providence, RI 02903	clia@hicks.com	401-331-8005
3 LB ARCHITECTS	SEANNE DISALVO		101 Exchange St Providence, RI 02840	sean@lba.com	401-421-7715
4 Edward Rouse Architects	James Portridge		400 Massachusetts Ave. Providence, RI	j.portridge@edwardrouse.com	401-331-0000
5 ESM	ROY MESSER		479 Broadway Providence RI	RMESSER@ESM-INC.COM	401-714-1879
6 Vision 3 Architects	RYAN HEGERTY		225 Channel St Providence RI	rh@vision3.com	401-461-7711
7 William Greese Assoc.	CONNER JACOBS		120 Court St Providence, RI	cjacobs@wga.com	508-619-5733
8 MURKIN & ASSOCIATES	MICHELLE VIEIRA		310 George Washington Hwy Smithfield, RI	mvieira@murkin-eng.com	401-232-4610
9 Dave Corp	Joe Weed		8 Blackstone Valley Pl Lincoln RI 02865	jweede@perc.com	401-334-4100
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BID NUMBER: 7597633

BID TITLE: AGE Design Services: Feasibility Study for the Renovation of 55 Colorado

PRE-BID DATE AND TIME: November 28th, 2018 at 10:00 am

Purchasing Representative:
Max Righter
Mandatory Pre-bid START TIME:
10:00 AM
Mandatory Pre-bid END TIME:
10:30

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT EMAIL	CONTACT PHONE NUMBER
18 DBM Architects	ESWALD CHANE		111 CROSDUT ST. PROVIDENCE, RI	ESWALD@DBM.COM	831-1240
19 RJB NORTHWEST CALIBRENE ARCHITECTS	David Greene		570 Holden St. Prov 2 MARLBOROUGH STREET NEWPORT RI 02840	dg@greenedesign.com	774 269 7099
20 Brewster Thornton GROUP ARCHS	Andrea T. Draney		150 Chestnut St. Providence, RI 02903	ANDREA@BTHORNTON.COM	846-9583
21 JACOBO & ASSOCIATES	Andrea Broga		1085 PARK AVE. CHANSHAW 02910	andrea@jacobo.com	401-861-1600
22 VTB	Vic LAFRANCE		1ceda St. Providence RI	Vic@VTA-ARCHITECTS.COM	401-942-7970
23 DUMM	Scott Lindgren			SLindgren@VAB.com	(401) 577-7612
24	ARMANDO GONCALVES				
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