



**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  
April 22, 2019**

**ADDENDUM # 1**

**RFP # 7598706**

**TITLE: Lease of Office and Warehouse Space – Board of elections**

**SUBMISSION DEADLINE: Thursday, May 2, 2019 at 10:00 am (Local Time)**

- Attached is sign in sheet from non-mandatory pre-bid meeting
- Attached are questions received with responses, no further questions will be answered

**Tom Bovis  
Interdepartmental Project Manager**

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



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

BID NUMBER: 7598706  
 BID TITLE: Office and warehouse Space Board of Elections  
 PRE-BID DATE AND TIME: 4/1/2019 10:00 am

Purchasing Representative: Tom Bovis  
 NON-Mandatory Pre-bid START TIME:  
 NON-Mandatory Pre-bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER
16 Paolo Properties	Arthur Lima		100 WESTMINSTER ST PROVIDENCE RI 02905	arturo@paoloproperties.com	401-274-6611
17 Paolo's Properties	Shane Brackert		100 WESTMINSTER ST SUITE 1205 PROVIDENCE RI 02905	paoloproperties@274-6611	(401) 574-7383
18 RAB Prop.	Seal Landry		2121 37th ALLEN RD	landry@rapm.com	401-554-2744
19 RAB Prop.	Wesley		1052 Northwood St		274-5544
20 Tolans Group II	Jeff Lawrence		333 Shawbury Field Rd Westerly, RI, 02882	jeff@lwr.net	401-732-6464
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

**RFP # 7598706 – BOARD OF ELECTIONS**  
**QUESTIONS AND RESPONSES**

- Question:** Paragraph 8 on Page A-20 reads:  
“Offerors are urged to read Section 2 of the proposed lease agreement (Section C-1 of this RFP) carefully. All cost information, including offers of free rent, alternative reduced rent schedules, etc., must be included in the proposal.”  
Kindly provide the “SECTION OF THE PROPOSED LEASE AGREEMENT and C-1 of the RFP” to which this statement is referencing.
- Response:** Offerors are asked to ignore reference to C-1 and include all cost information including offers of free rent, alternative reduced rent schedules, etc. in the cost spreadsheet which is page 5 of the **RI Lease Proposal Form**.
- Question:** Paragraph 2.6.2 on Page B-11 reads:  
“2.6.2. Floors: Floor finishes for all rooms/areas are specified on the Finish Schedule in B-3, and must comply with all applicable accessibility requirements with regard to floor materials, door threshold, carpeting height, and anchoring details.”  
  
Kindly provide the “FINISH SCHEDULE IN B-3” to which this statement is referencing.
- Response:** Please see attached Schedule B-3.
- Question:** Paragraph 2.9.1 on Page B-15 reads:  
2.9.1. Service: Electrical service must be of sufficient capacity (277/480 volts or 120/208 volts) to provide adequate power for the Building electrical equipment and the power required to operate all equipment of the User Agency described in Section B.  
  
Kindly provide the “equipment of the user agency described in B” to which this statement is referencing.
- Response:** The User Agency requires electrical service of a sufficient capacity to serve a typical office user (computers/copiers/printers).
- Question:** Paragraph 2.10.1 on Page B-24 reads:  
  
Counter and Cabinetry in Staff Support Rooms: Landlord must provide and install a plastic laminate countertop 24” wide x 8’ long with a 4” high continuous backsplash, and base and overhead cabinets with surface-mounted doors in all Staff Support Area identified on the Space Allocation and Finish Schedule in B-2  
  
Kindly provide the “Space Allocation and Finish Schedule in section B-2” to which this statement is referencing.
- Response:** Offerors are asked to ignore reference to the “Space Allocation and Finish Schedule”. Offerors are asked to provide cost estimates to build out the staff support/breakroom based on standard cabinets, countertop and sink.

**Question:** Would the presence of an Environmental Land Use Restriction on the property remove that property from consideration? This property is DEM Compliant and has no asbestos or lead paint issues. The hazardous material is sealed and isolated as mandated by DEM.

**Response:** **The presence of an Environmental Land Use Restriction on the property would not remove the property from consideration. Please submit a lease proposal for the property and include detailed information regarding the Environmental Land Use Restriction.**

**Question:** Please provide the number of employees working at the premises in order to determine the annual amount of sanitary paper products required for rest rooms and the number of employee security cards that would be required.

**Response:** **There will be thirteen (13) full time employees working in the premises.**

**The Board of Elections will be relocating a security system from its 50 Branch Avenue location to the new site. Therefore, offerors will not need to factor security measures into the cost calculations contained in the lease proposal.**

**Question:** If the premises in question has its own entrance, does the Board of Elections have a preference regarding the security measures to be implemented?

**Response:** **The Board of Elections will be relocating a security system from its 50 Branch Avenue location to the new site. Therefore, offerors will not need to factor security measures into the cost calculations contained in the lease proposal.**

