



State of Rhode Island  
Department of Administration / Division of Purchases  
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June 20, 2019

**ADDENDUM # 2**

**Bid # 7598807**

**Title: RHODE ISLAND VETERANS MEMORIAL CEMETERY NEW  
COLUMBARIUM NICHES PROJECT**

**Bid Closing Date & Time: June 28, 2019 at 11:00 AM (revised)**

**Notice to Vendors:**

- 1. Bid Closing Date & Time Changed**  
**From: June 25, 2019 at 2:00**  
**To: June 28, 2019 at 11:00**
- 2. Answers to questions and clarifications**

**Kathy Missell**  
**Chief Buyer**

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



## STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

# RIVMC Rhode Island Veterans Memorial Cemetery

## OFFICE OF VETERANS AFFAIRS

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**RI ID:** RFP# 7598807  
**PROJECT:** New Columbarium Niches (CW-4) Project  
RI Veterans Memorial Cemetery, 301 South Trail, Exeter, RI 02822  
**DATE OF MEETING:** June 5, 2019  
**TIME OF MEETING:** 10:00 AM EST      **ENDED:** 11:30 AM EST  
**PLACE OF MEETING:** RIVMC Conference Room

### PERSONS IN ATTENDANCE (alphabetical order by last name):

#### State

- Jim Bessel, RIVMC Administrator
- Victoria Celestin, PMP, RIVMC Project Manager
- Katherine Missell, Chief Buyer, RI DOA – Division of Purchasing

#### Vendors

- Jonathan Bell, The Dual Studio
  - Teresa Capuano, Bryant Associates
  - Nick Healy, CRJA – IBI Group
  - Rodney Jacquer, William Starck Architects
  - Geoff Northrup, William Starck Architects
  - Almin Prsic, Prsic & Prsic
  - Colgate Searle, Jr., Searle Design Group
  - Ian \_\_\_\_\_, affiliate vendor unclear
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- Question/Answer Period was intertwined with the project overview. Katherine emphasized that vendors should be sure to acknowledge each addendum posted. The following resulted:
    - **Q:** Is MBE a requirement  
**A:** Yes, a vendor may or may not have a MBE and if not, will not be eligible for 6 extra points (Katherine)
      - i. Additionally, the state looks to have 10% MBE participation in some part of the bid
      - ii. The MBE is required and an affirmative action plan only if you are the winning bidder
    - **Q:** Is each submission viewed by Washington  
**A:** Yes. (Victoria and Jim)
    - **Q:** Will Task #2 include CA (Construction Administration)?  
**A:** Yes. (Victoria)

## RHODE ISLAND VETERANS MEMORIAL CEMETERY

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- **Q:** Will CA outline the responsibilities  
**A:** Yes. (Victoria)
- **Q:** Do the marble covers come from the VA?  
**A:** Yes. (Jim)
- **Q:** Will there be travel to Washington?  
**A:** No. (Victoria and Jim)
  - i. Washington (VCGP) is not for the design agent to oversee
- **Q:** What is the proposed timetable?  
**A:** TBD/still finalizing schedule; however final submission in June 2020 (Victoria)
- **Q:** Aren't Bids non-negotiable?  
**A:** No. Every RFP owner does have the right to negotiate with the final bidder (Katherine)
- **Q:** On page 156 how many copies are required?  
**A:** 6 copies (Katherine)
- **Q:** Is there a fee  
**A:** No
- **Q:** What is meant by "a fountain"  
**A:** Water fountain (Jim)
- **Q:** Irrigation?  
**A:** Answer:  
The cemetery has irrigation around the main administration and along the entrance road as well as at the WWII Memorial. There is a 6" water main that runs across the J and I fields as depicted in the attached PowerPoint slide. RIVMC does not have any exact locations or schematics that it is aware of, only approximate areas. (see attachment)
- **Q:** Is lighting/electrical required?  
**A:** Only the Administration building, Kiosk and center flag pole are light at night. Solar lights for any flag poles are required at night (Jim)
- **Q:** Can the submission requirements be broken up as Task 1 is as a pre-design and similar to a master plan?  
**A:** Task 1 is the 14,000-niche big picture and is conceptual. One should include what impacts the next phase such as shielding the buildings from view (Jim).
- **Q:** Budget?  
**A:** As we are in the early stages of the project, the rough order of magnitude (ROM) estimate to complete Phase 1 is \$1.4M
- **Q:** Is there a specific file management requirement for the CA?  
**A:** No. (Victoria)

## submitted Questions:

1. Does RIVMC have records of existing utilities of the cemetery (not just near the columbarium site)? Will this be made available as part of the RFP or only after award?

1. Answers

- A. No.
  - B. We will make available the 2018 Master Plan and Site Survey.
2. What is the size of the existing water line? Is there a current water pressure analysis / test on the water line that crosses the cemetery? Or record data when either of the columbarium projects were designed / constructed? Please confirm the size of the water source (water line) that exists for tie-in for irrigation is domestic water from the 6-inch or 8-inch water line that crosses the cemetery and likely the columbarium site?

2. Answers

- A. 6" waterline.
  - B. No, we do not have a water pressure analysis.
  - C. No, we do not have any data.
3. What role or level of support will the design team have in the CA phase of the project?

3. Answers

Construction Administration – the A&E Vendor will provide methodology that specifies construction rules, procedures, or requirements by which the build phase will be managed including, but not limited to:

- Providing project oversight
- Conducting site visits on design and construction
- Being onsite to conduct construction inspections
- Providing photographic evidence of progress
- Reviewing submittals and change orders, responding with contractor requests for information (RFI), RFI tracking and change order tracking
- Providing drawings and progress reports to update progress
- Working with the contractor to reconcile construction schedule and CPM schedule
- Responding to questions from the contractors and material suppliers
- Reviewing shop drawings and submittals
- Reviewing and certifying monthly applications for payment
- Authoring clarifications and minor changes to the documents
- Record keeping
- Assisting Owner or assigned consultants with construction administration duties
- Maintaining in agreed upon location, on a current basis: one record copy of all Contracts, Drawings, Specifications, addenda, Change Orders and other modifications, in good order and marked to record all changes made during construction; Shop Drawings; Product Data; Samples; submittals; purchases; other related documents and revisions that arise out of the Contracts or work.
- Project closeout responsibilities

RIVMC New Columbarium Niches Project  
submitted Questions:

4. Section 7 Proposal Contents states that “the proposal shall have” please clarify the number of copies required:
  - a. Page 14 – 15 Technical Proposal – “One (1) printed paper copy, marked “Technical Proposal -Original” and signed. • Ten (6) printed paper copies”
  - b. Page 15 – Cost Proposal – “One (1) printed paper copy, marked “Cost Proposal - Original” and signed. • Ten (6) printed paper copies”

4. Answers

- A. 1 original and 6 copies.
  - B. 1 original and 6 copies. Cost proposals should be in separate sealed envelope form technical proposals.
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5. What is the configuration of the columbaria wall? During the Pre-Bid it was mentioned would be 5 rows high by 35 columns, is this correct for each wall face?

5. Answers

- A. Yes. 5 x 35
  - B. This is correct.
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6. Please confirm that the “water fountain” referenced on page 7 of the RFP is describing a drinking water fountain / bubbler for visitors to drink out of and not an aesthetic water feature.

6. Answers

Yes, the RFP is describing a water fountain not a water feature.

7. Does RIVMC want to install a water supply connection for quick access for cleaning plaza area?

7. Answers

RIVMC could possibly install such a water supply connection, if it is part of the vendor’s design.

8. During the Pre-Bid is was mentioned that there are actual detail drawings of the columbaria on the VA or TIL website yet unable to located these – Would these be made available as part of the RFP documents?

8. Answer

No, there aren’t any additional VA or TIL detail drawings to be included in the RFP. Vendors will find design and construction information on the Technical Information Library (TIL: [www.cfm.va.gov/til/catalog.asp](http://www.cfm.va.gov/til/catalog.asp)). It should only be used as a reference for guidelines and specifications. Basically, the columbarium design is to be site specific: it’s about giving or enhancing the existing character of the cemetery. Thus, a vendor’s choice of materials and designs should complement the architectural vernacular of the region.

Fire Hydrant and  
approximate location  
of 6" water line



Approximate  
coverage of  
irrigation near the  
Admin Building

Google

Veterans Pl

Veteran

Veterans Pl

