



**State of Rhode Island
Department of Administration / Division of Purchases
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**Solicitation Information
July 5, 2019**

ADDENDUM # 4

RFP# 7598831

**TITLE: Engineering Design Services for road and parking lot repairs
for the Kingston, Narragansett Bay and Alton Jones campuses**

Submission Deadline: July 12, 2019, 10 AM EST

**Attached are questioned received with responses and additional scope of
work for bid form**

**Tom Bovis
Interdepartmental Project Manager**

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

SOLICITATION TITLE: 7598831

Engineering Design Services for road and parking lot repairs for the Kingston, Narragansett Bay and Alton Jones campuses

1. The RFP seems to be formatted for an architectural project vs an engineering project and on page 11, Section 4A(2), the RFP strongly encourages using a AIA G807 form. Would other options in lieu of using the G807 form for identifying the team and staff be acceptable without being penalized?

RESPONSE: Use the G807 form as requested.

2. On page 14, Section 7A(4), the RFP sets a page limit for the technical portion of the proposal, but lists both 6 & 10 pages. What is the page limit?

RESPONSE: Limit the technical portion of your proposal to 10 pages.

3. On page 14, Section 7A(4), the RFP excludes any appendices as appropriate and resumes of key staff from the page limit, but also has a statement saying “all information described earlier in this solicitation” as being part of the technical proposal. Would you better define what components of the proposal are included in the page limit?

RESPONSE: The RFP technical proposal is intended to allow consultants to “describe the qualifications and background of the applicant and experience with similar road and parking lot design projects”. Consultants should prepare the ten pages in their technical proposal to address this request for information.

4. It was stated at the pre-proposal conference that URI will provide allowance budgets for certain sub-consultant services. Will those allowances include the usual sub-consultant services such as electrical engineering, mechanical engineering, landscape architecture, environmental services (wetlands delineation), field surveys and base mapping, subsurface exploration (borings, pavement cores), and utility locating?

RESPONSE: The allowances have been clarified on the updated bid form in Appendix H. All other services required to fulfill the requirements of the RFP must be included in the base proposal by the applicant.

5. The revised budget is \$12 million (more precisely, \$12,387,153 from the Budget Information in Appendix G). It was stated that the two funding sources now in place include a road/parking bond and a utility bond, again as shown in Appendix G. For clarification, is the actual paving budget \$4,845,654 for roads and \$1,041,499 for parking areas, for a total of \$5,887,153?

RESPONSE: As indicated in the spreadsheet the funding for roads is set at \$9,555,432 and parking lots at \$2,203,653. The University reserves the right to adjust these values as our program requires.

6. What utility improvements will the consultant be required to design? Given that this is a “road and parking lot repair” project, will the utility work be limited to only those utilities under the paved roads and parking lots, or will the work extend beyond? What is the relationship among the Utility Projects shown in Appendix D, the \$6,500,000 Utility Bond shown in Appendix G, and this pavement repair project? Will the work for a mechanical engineering sub-consultant with expertise in steam systems be included in the allowances to be provided by URI?

RESPONSE: The utility work budget (design and construction) is described in Appendix D and will be coordinated with the roads and lots that move into final design. The design allowance for mechanical engineering is now clarified in Appendix H as an allowance. It is anticipated that some steam work will occur through existing consulting contracts (not in this project) and that this RFP engagement will require our selected design agent to coordinate those externally produced plans into your road or parking lot plan. Due to the variability of this work we are relying on an allowance as the means to fund this work at our direction after a consultant is selected and brought on board.

7. Is the AIA G807 form required? If so, can it be supplied?

RESPONSE: Yes, the G708 is required and the applicant must supply it in order to be considered.

8. Is the 10-page limit double sided pages or single sided pages?

RESPONSE: The ten page limit for technical proposal is for single sided pages.

9. Does a cover letter count towards the page limit?

RESPONSE: The cover letter does not count toward the 10 page limit.

10. Our Landscape Architect is registered in several New England states and is applying for his Rhode Island registration. Will we meet the RFP requirements of having a registered Landscape Architect assuming he receives the registration before project award?

RESPONSE: Only qualified professionals that are licensed to perform work in Rhode Island will be considered a valid part of your consulting team.

11. The Schematic Design phase includes boundary and topographic survey work, utility survey, and geotechnical exploration. Does the University have any existing information related to these tasks that can be shared?

RESPONSE: The selected applicant will have access to the various utility GIS information, road and parking lot as-built plans that are archived in our office. This information will be provided after a consultant is selected. The University is also compiling new aerial photogrammetry (with 1' contours) for the Kingston Campus and will give that data to the consultant as soon as the data is available.

12. Please confirm that the University intends on staffing all field observation during construction and the consultants are to only provide assistance during construction as stated in Section 3.C. If the University wants the consultant to provide field observation, can a set number of hours be established to provide the responding consultants with an understanding of anticipated effort?

RESPONSE: The applicant must provide construction administration services as stated in the RFP, Section 3 (C) subsection 1, Bidding and Contract Administration, page 9 of 18. The University will provide a local project manager for daily construction coordination, but we will rely on the design agent to manage all the items listed in sections A-F.

13. Section 4: Proposal, Item A.1 references pier design and appears to request similar information as Item 2 of the same section. Please clarify the difference between the two items.

RESPONSE: This section has been clarified to refer to "road and parking lot design" instead of "pier design".

Appendix H – Bid Form for General Scope of Work:

Provide design, bidding support and construction administration services to facilitate the master plan visions for the repair and/or reconstruction of roads and parking lots at the Kingston, Narragansett Bay and Alton Jones campuses to include:

Section A: Pre-schematic Design

1. Master Plan Review: Review University's various master plans and studies and consult with Office of Capital Projects, Campus Planning & Design, Public Safety, Facilities and Utilities, and other URI offices to review various campus initiatives including planned building/academic/athletic/support service building projects, RIPTA routes and Rhody Transit routes, autonomous vehicle integration opportunities, and the campus-wide signage program. Consider need for Public Safety enhancements along roadway or lot (lighting, security cameras, blue lights, automated parking lot gates (or gateless systems).
2. Development of Options: Along with direction from Office of Capital Projects and Campus Planning & Design, development up to three (3) alternative design concepts that generally fit into the following categories:
 - a. Pavement Maintenance Option: This option will include basic pavement management treatments including cold planning and overlay, crack sealing, restriping, maintenance of existing curb/pavement edges, and little to no utility work. RIDEM permitting will not be required for this limited scope of work. (see Appendix E for list of roads and lots)
 - b. Limited Improvement Option: This option includes basic pavement options for pavement and striping (as indicated in Option A), but may also include limited utility work within project limits: electrical (lighting, blue lights, security cameras, parking systems), University water/steam/stormwater/gas/electrical, 3rd party utilities (Kingston Water, National Grid electric and gas, low voltage (Cox, Verizon, URI Fire Alarm, URI telecom). RIDEM permitting generally should not be required for this scope of work, but will be assessed on a case by case basis. (see Appendix E for list of roads and lots)
 - c. Reconstruction Option: This option includes slight road/parking lot alignment changes to accommodate enhanced ped/bike movements, enhanced landscaping and stormwater features, etc. Principle design consideration is for Complete Streets philosophy. Includes all utility coordination and design listed in Option B. (see Appendix E for list of roads and lots)

3. Confirmation of Scope Options: Consultant will present suggested project scope options (Options A, B, or C) to the University in tabular format along with conceptual cost estimates. The University will work with the consultant to optimize our funding and scheduling of these projects and produce a work plan for final design of specific roads/lots with a specific scope. University acceptance of the scopes of these pre-schematic scopes is required before moving into Final Design.

NOTE: Pre-schematic design phase will include attendance at internal coordination meetings for design scope discussion, conceptual level estimating, and to answer questions from the University. It is anticipated that the design team will attend work meetings with the URI Office of Capital Projects and other offices onsite (at least six (6) meetings) as well as via WebEx or other similar technology on an as-needed basis to facilitate clarity and direction during the design process.

Section B: Final Design

1. Schematic Design (SD) Phase
 - a. Class 1 Survey to establish field control, wetlands flagging.
 - b. Utility Survey (internal URI utilities and external 3rd party utilities)
 - c. Topographical Survey
 - d. Soil probes and borings for RIDEM permitting and ledge detection
 - e. Advance pre-schematic design concept to SD detail (based on University approved design scope authorization in pre-schematic phase)
 - f. Preliminary coordination with RIDEM and all effected utilities
 - g. Prepare SD level construction estimate
 - h. Facilitate value engineering session with Owner to confirm final scope and conceptual construction scheduling.
2. Design Development (DD) Phase
 - a. Advance SD plans to DD phase within budget constraints
 - b. Finalize landscaping/hardscaping details for consideration phased implementation and/or bidding alternates
 - c. Complete RIDEM, RIDOT, State Fire Marshal, State Building Code Commission and Town permitting
 - d. Prepare DD construction estimate
3. Construction Document (CD) Phase
 - a. Advance DD plans and contract documents to CD phase
 - b. Prepare CD construction estimate
 - c. Compile CD's into at least three (3) projects (Kinston, Alton Jones, and Bay Campus) for bidding. University reserves the right to recompile list of roads/lots into other configuration prior to accepting the final CD's

Section C: Bidding and Contract Administration Support

1. Contract Administration (CA) and Bidding Phase
 - a. Bidding support
 - b. Weekly emails & misc. correspondence
 - c. Biweekly site meetings
 - d. Change order management
 - e. Project completion certification
 - f. Coordination of as-built and record drawings with contractor for University's use

NOTE: Consultant must identify all necessary subconsultants as part of their complete proposal and attain to MBE certification. Subconsultants and direct expenses on this project include, but not limited to surveyors, biologists, landscape architects, geologic test pits, etc.

Section D: At-cost and reimbursable expenses

The intent of this section is to standardize the cost of at-cost and reimbursable expenses so that the selection of the prime consultant is more accurately weighted on their experience and qualifications aligned with the scope of work. These allowances will be filled out in the attached bid form and the University will work with the selected firm to manage these costs after issuance of a purchase order, and within our overall allowance budget.

- 1 Electrical Engineering:** Consultant shall engage the services of a qualified electrical engineer to assist with replacing and/or updating existing University systems such as street lighting, parking lot equipment (gates, license plate readers), and security systems (URI Police "blue light" systems). For the purposes of this proposal the University is setting an allowance of \$40,000 for this work. After issuance of a purchase order the consultant shall solicit proposals from qualified electrical engineering firms to complete this work within the allocated allowance.
- 2 Mechanical Engineering:** Consultant shall engage the services of a qualified mechanical engineer to assist with replacing and/or updating existing University steam infrastructure. For the purposes of this proposal the University is setting an allowance of \$40,000 for this work. After issuance of a purchase order the consultant shall solicit proposals from qualified mechanical engineering firms to complete this work within the allocated allowance. Note that the University has some of this design work under contract already and we will refine our scope of mechanical engineering services during the pre-schematic phase.
- 3 Survey and Wetlands Identification:** Consultant shall engage qualified survey and biologist companies to prepare all field data, control points, layout plans, etc. of all work that moves into final design as identified in this RFQ. For the purposes of this proposal the University is setting an allowance of \$30,000 for this work. After issuance of a purchase order the consultant shall solicit proposals from qualified survey and biologist firms to complete this work within the allocated allowance.

- 4 Geotechnical Services:** Consultant shall engage a qualified geotechnical company that will prepare all soil borings, probes, and soil analysis required for the construction of the roadway, sidewalks and utilities and all other work identified in this RFQ. For the purposes of this proposal the University is setting an allowance of \$50,000 for this work. After issuance of a purchase order the consultant shall solicit proposals from qualified geotechnical engineering/soil boring firms to complete this work within the allocated allowance.
- 5 State and utility permit fees:** Consultant shall facilitate the costs for the permitting of this project in their proposal. For the purposes of this proposal the University is setting an allowance of \$5,000 for these fees. Consultants shall consult with the University administrator payment of these fees (State Building Code Commission, State Fire Marshall, RIDEM) when plans are submitted along with the aforementioned permit applications.
- 6 Cost Estimating:** Consultant shall engage a qualified cost estimating company that will prepare a comprehensive project budget (design, construction, and contingencies) required for the design and construction of the pier, roadway and utilities and all other work identified in this RFQ. For the purposes of this proposal the University is setting an allowance of \$30,000 for this work. After issuance of a purchase order the consultant shall solicit proposals from qualified cost estimating firms to complete this work within the allocated allowance.

- 7 General At-Cost project expenses:** Consultant shall carry an allowance of \$5,000 for general project at-cost expenses that may include (but not be limited to) printing & reproduction, travel, software, and special fees and services required to facilitate the project

NOTE: Consultant must identify all necessary subconsultants as part of their complete proposal and attain MBE certification.

URI Roads and Utility Design – Bid Form				
Section A: Pre-schematic Design				
	Master Plan Review	\$0		
	Development of Options	\$0		
	Confirmation of Scope	\$0		
	Subtotal Section A:		\$0	
Section B: Final Design				
	Schematic Design	\$0		
	Design Development	\$0		
	Construction Documents	\$0		
	Subtotal Section B:		\$0	
Section C: Bidding and Construction Administration				
	Bidding Support	\$0		
	Construction Administration	\$0		
	Subtotal Section C:		<u>\$0</u>	
Total Fee for Design (Sections A, B, C)				\$0
Section D: At-cost and reimbursable expenses				
	Electrical Engineering	\$40,000		
	Mechanical Engineering	\$40,000		
	Survey and Wetlands	\$30,000		
	Geotechnical Services	\$50,000		
	State and utility permit fees	\$5,000		
	Cost Estimating	\$30,000		
	At-cost Expenses	\$5,000		
	Subtotal Section D:		\$200,000	
Grand Total (Sections A, B, C, and D)				<u>\$0</u>