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**Solicitation Information
July 11, 2019**

ADDENDUM # 5

RFP# 7598831

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

**Submission Deadline has been postponed until:
July 16, 2019, 10 AM EST**

- **Attached are updated questioned received with responses**

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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”.

*******Updated clarifications to questions *******

14. Is the page limit for the Technical Proposal six or ten pages?

RESPONSE: 10 pages, see response to question #2.

15. Do all four items listed for the Technical Proposal (i.e. Staff Quals, Company Quals, Work Plan (including schedule) and Approach/Methodology) have to fit within six or 10 pages? Or is this intended just for the Approach/Methodology narrative?

RESPONSE: All four items in the Technical proposal must be no more than 10 pages, see response to question #2 and #15.

16. Sections 1 and 2 (on pg. 11 of 18) of the Technical Proposal both call for staff qualifications/duties, etc, and résumés. Should one of these sections rather include company qualifications, for example relevant projects, and perhaps references?

RESPONSE:

17. For the ISBE forms, do you want two original signed forms and two copies?

RESPONSE: As stated in Section 7, Subsection A 3., proposals shall include “Two completed original and copy versions, signed and sealed Appendix A MBE, WBE and/or Disability Business Enterprise Participation Plan”. This includes the ISBE form for each sub proposed in this section.

18. Are electronic signatures allowed for the MBE/WBE forms? (Our subconsultants typically send back these forms via email.)

RESPONSE: Yes.

19. May we include a cover letter before the Technical Proposal, in addition to the licenses? If so, would it be excluded from the page count limit?

RESPONSE: Yes.

20. Do you want all five of the printed paper copies to be loose and only bound with removable binder clips or just the original?

RESPONSE: Just the original.

21. Please confirm if the Narragansett Bay Campus is included in the scope. It is mentioned in some parts of the RFP, but not throughout. The list of roads and lots in Appendix F includes nothing at that campus.

RESPONSE: The roads and lots at the Narragansett Bay Campus have been removed from this scope. Work for the Bay Campus will occur under a separate and subsequent project.

22. For the proposed work, is it the intent of URI to put all design work out for construction in three contracts (one per campus)?

RESPONSE: This information is provided in Section 2 Background of the proposal. At URI’s direction there may be up to two (2) sets of bid documents, one for Kingston and the other for Alton Jones campus.

23. For the gravel parking lots at the Alton Jones Campus, what type of Maintenance Treatment is being requested? i.e. Supplement and regrade gravel or ad new paved surface to the existing gravel lots?

RESPONSE: Repair and restore existing gravel lots.

24. Can you provide further details and explanation of what URI is looking for under the “Traffic Simulation Model” for the Kingston Campus?

RESPONSE: We are looking for a graphical representation of our road network to analyze LOS, queue lengths, and other general information related to pedestrian, bicycle, transit and traffic movement on our Kingston Campus. We are in the process of assessing which roads may benefit from 1-way circulation, road diets, shared bike lanes, etc.

25. On page 8 of the RFP, URI states in red that only the Roads and Parking Lots that are within the University's overall budget will be advanced to the Final Design and Construction phases and refers to Appendix F. Please verify that the roads in the budget are all the roads listed on pages 2-4 of Appendix F except those marked NOT IN CONTRACT? We can accurately develop design fees for Sections B and C only if we know what roads and lots are actually going to be designed and constructed prior to performing Section A, the pre-schematic design services.

RESPONSE: The selected consultant will develop cost estimates that enable the University to decide which projects advance to final design.

26. For the Tucker Lot, what does "wait for hotel" mean? What kind of a timeframe is expected for this lot?

RESPONSE: This note is intended to convey the point that the University is interested in deferring full design and construction until a separate design and construction project repurposes the Tucker lot (intended to be used for a future hotel site).