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Solicitation Information  
December 24, 2019

**ADDENDUM # 2**

**RFP# 7599852**

**TITLE: Lease of Commercial Office Space Department of health Office  
State Medical examiner**

**Submission Deadline: January 17, 2020 at 10 AM**

**Notice:**

- **Attached includes:**
  - **Questions received with responses**
  - **Updated Conceptual Floor Plan**
  - **Updated Square foot per locations**

**Interdepartmental Project Manager**

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

**RFP# 7599852:  
Lease Space for Medical Examiner**

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**Lease Space for Medical Examiner**

The following spaces are listed in the list of “Conceptual Functional areas”, but not shown on the floor plan:

1. Decomposition Cooler @ 242sf (there is a “Cooler” on the floor plan, but given its’ size, I assume that is the “Body Storage Cold Room” @ 968sf)
2. Mass Casualty Room @ 242sf
3. Drop off/Waiting @ 91sf
4. Slide and Block Storage (Specimen) @ 484sf (this is probably the room to right of Mother’s Room, but need to confirm if so.)
5. Family/Waiting Room @ 121sf
6. Resident Office @ 121sf (there is a space on floor plan labeled “Resid”, but I assume this is part of the area called “Business/Administrative Office @ 545sf on the list)

**For answers to questions 1-6, please see Updated Conceptual Floor Plan and Updated Functional Square Footage located in Addenda 2.**

**\*Please be advised that this is a Conceptual Floor Plan.**

The following spaces are shown on the floor plan, but missing from the list of rooms:

1. M.E. Reception/Waiting (I assume this is not the “Drop off/Waiting” area @ 91sf listed above, as space on floor plan is clearly much larger than this)
2. EMR (small space lower left on floor plan; need size)
3. 2 Storage Rooms (as noted above, I assume the large storage room to right of the Mother’s Room is intended to be the Slide and Block Storage form the list of rooms, but need to have this confirmed). There is a second storage room on the floor plan to left of Women’s Lockers that does not match anything on the list of rooms. we need a size/square footage for this room)
4. Alcove (small space to left of Field Equipment Room; need to assign a size/square footage)
5. Soiled Utility (need clarification if this space is intended to be part of the “Clean and Dirty Linen Storage” @ 182sf on the list of rooms, or is something separate. If part of Clean and Dirty, is it a total of 182sf, or 2 rooms at 182sf each?)

6. File Storage (room to left of Men's Lockers, not shown on list. What is desired size/square footage?)

**For answers to questions 1-6, please see Updated Conceptual Floor Plan and Updated Functional Square Footage located in Addenda 2.**

**\*Please be advised that this is a Conceptual Floor Plan.**

7. Can any more information be provided for the desired location? Aside from good access to the Interstate or State Highway, are there any additional requirements that would make a certain location more desirable?

**It is preferred that the Sally Port/Loading Docks be located in an area that is not within view of the general public.**

8. Has a RIDOA Project Manager been designated for this RFP?

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**Yes, John Ryan. Email: [John.Ryan@doa.ri.gov](mailto:John.Ryan@doa.ri.gov)**

9. Do the Autopsy Room and Decomposition Autopsy Room need a floor drain?

**It is preferred that the Autopsy Room and Decomposition Room have floor drains installed but it is not required.**

10. What type of ceiling finish is required in the Autopsy Room and Decomposition Autopsy Room?

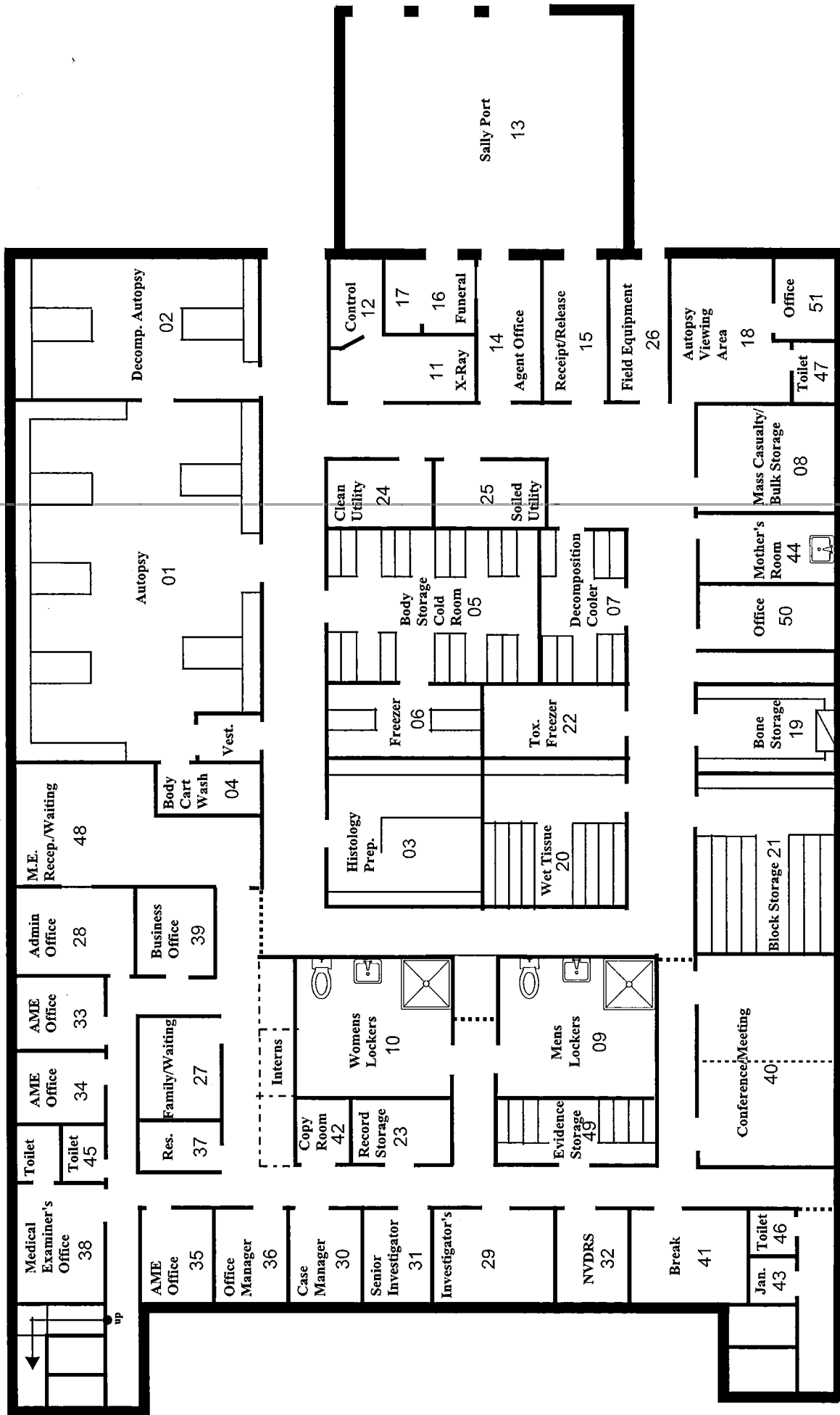
**Ceiling finish in the Autopsy and Decomposition Autopsy Rooms must be washable, impermeable, and non-porous.**

11. What type of flooring is required in the Autopsy Room and Decomposition Autopsy Room?

**Please see Appendix A, Section I, H and Section II, F in the RFP Document for description and examples of the flooring required in the Autopsy and Decomposition Autopsy Rooms.**

# OSME CONCEPTUAL FLOOR PLAN

OSME Public Entrance



<b>Office of the State Medical Examiners</b>						
	<b>Conceptual Functional Area</b>	<b>Qty.</b>	<b>Minimum SF</b>			
1	Main Autopsy Room	1	2,057			
2	Decomposition Autopsy Room	1	605			
3	Histology Prep Room	1	484			
4	Autopsy Body Cart Wash Room	1	100			
5	Body Storage Cold Room	1	968			
6	Body Storage Freezer	1	242			
7	Decomposition Cooler	1	242			
8	Mass Casualty/Bulk Storage Room (Could be separate room or combined)	1	742			
9	Men's Locker Room with Toilet/Shower	1	484			
10	Women's Locker Room with Toilet/Shower	1	484			
11	Digital X-Ray Room	1	242			
12	X-Ray Control Room	1	61			
13	Loading Docks/Sally Port	1	1,452			
14	Agent Office (Receipt and Release Control)	1	242			
15	Receipt and Release	1	242			
16	Funeral Home Waiting	1	121			
17	Drop off/waiting	1	91			
18	Autopsy Viewing Area	1	484			
19	Bone Storage (Evidence)	1	242			
20	Specimen (Wet Tissue) Storage	1	484			
21	Slide and Block Storage (Specimen)	1	484			
22	Toxicology Freezer Storage	1	182			
23	Record Storage	1	363			
24	Clean Linen Storage	1	182			
25	Dirty Linen Storage	1	182			
26	Field Equipment Room	1	242			
27	Family/Waiting Room	1	121			
28	Administrative Office	1	545			
29	Investigator's Office	1	454			
30	Case Manager Office	1	151			
31	Senior Investigator's Office	1	151			
32	NVDRS Office	1	182			
33	Assistant ME Office	1	151			
34	Assistant ME Office	1	151			
35	Assistant ME Office	1	151			
36	Office Manager Office	1	151			
37	Resident Office	1	121			
38	Chief Medical Examiner Office with toilet	1	393			
39	Business Office	1	182			
40	Conference Room	1	363			
41	Break Room	1	242			
42	Copy Room	1	91			

43	Janitor's Closet	1	61			
44	Mother's Room	1	163			
45	Visitor's toilet	1	42			
46	Staff toilet	1	42			
47	General toilet	1	42			
48	Reception/Waiting Room	1	250			
49	Evidence Storage	1	353			
50	Office	1	151			
51	Office	1	151			
	<b>Total OSME Square Footage</b>		<b>16,559</b>			
<b>*Room sizes are conceptual and can be larger or smaller in size based on proposed building layout</b>						