



**State of Rhode Island
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ADDENDUM # 3

2/7/2020

Solicitation #7599901

Title: Technical Writing Services to Revise RIDOT Standard Specifications for Road and Bridge Construction (Blue Book)

Submission Deadline: February 14, 2020 @ 11:30 AM

Submitted Questions & Answers (attached)

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

**Lisa Hill
Assistant Administrator**



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
RIDOT Addendum Notification

RFP# 7599901 – Technical Writing Services to Revise RIDOT Standard Specifications for Road and Bridge Construction (Blue Book)

ADDENDUM #3

SUBMISSION DEADLINE: FRIDAY, FEBRUARY 14, 2020 at 11:30 am

Per the issuance of the Rhode Island Department of Transportation **ADDENDUM # 7599901A3** the following is a compilation from the Question/Answer portal.

APPROVED:

Lori Fisette
Manager, Project Management

Date

Questions and Answers For:

Technical Writing Services to Revise RIDOT Standard Specifications for Road and Bridge Construction 7599901

Please Note: *If this is the first time accessing our system on our new web site, you will be required to reset your password.*

**The ask question function is now disabled;
please call 401-563-4100 with any new questions.**

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

Do you have a maximum budget for this work? If so, what is the value?

Answer:

RIDOT does not disclose project budgets.

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

Who was the Incumbent Vendor? What is the previous Contract number?

Answer:

The Blue Book has never been fully re-written in plain language so there is no incumbent vendor or contract number.

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

If the Vendor is not a Disadvantaged Business Enterprise (DBE), does the Vendor need to submit a Disadvantaged Business Enterprise Affirmative Action Certification for Contractors and Consultants Form as part of the RFP submission?

Answer:

Yes

Date Asked: 01/17/2020**Date Answered:** 01/22/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Does a Disadvantaged Business Enterprise (DBE) include a Service-Disabled Veteran-Owned Small Business (SDVOSB)? What about a Veteran Owned Small Business?

Answer:

The U.S. DOT Disadvantaged Business Enterprise (DBE) program is governed by 49 CFR 26. It is separate and distinct from the VBE and SDVBE certifications. Only those firms certified as DBEs by the Office of Diversity, Equity and Opportunity would be eligible for participation as a DBE. The current DBE directory may be found at <http://odeo.ri.gov/offices/mbeco/dbe-program.php>

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

In addition to the AASHTO style guide, is there any additional RIDOT branding or design styles that need to be adhered to in the production of the document?

Answer:

The Department will provide the RIDOT 2014 Brand Standards and Style Guide to the successful vendor for PMS, color and typeface information.

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc

Question:

Is the Vendor expected to follow the 2019 AASHTO style guide and if so, are there any exceptions or additions that RIDOT requires? If not, what version of the AASHTO style guide should Vendors use? Can the Vendor proofread/edit an electronic copy of the Blue Book instead of a Hard Copy?

Answer:

The 2019 AASHTO style, including the use of serial/Oxford commas, will be used. An electronic copy of the Blue Book is available at <http://www.dot.ri.gov/business/contractorsandconsultants.php>

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

How does the printed Blue Book need to be bound (Perfect binding, Saddle Stitched, Coil Binding, Three Ring Binding)?

Answer:

Perfect binding

Date Asked: 01/17/2020**Date Answered:** 01/21/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Should the printed book be printed with text on both sides of a page or one side?

Answer:

The printed text should be double sided.

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

The version of the Blue Book amended March 2018 does not have any color images, graphics or text. Will there be color introduced in the updated document?

Answer:

The Department is willing to introduce color into the updated document.

Date Asked: 01/17/2020

Date Answered: 01/31/2020

Poster: StratComm

Company: StratComm Inc

Question:

How many copies or the printed document are required?

Answer:

A limited number of bound copies will need to be provided. The exact number is To Be Determined.

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

In K. Insurance, does the Consultant need to procure the required insurance for three (3) or five (5) years?

Answer:

In accordance with the States Insurance Requirements the contractor shall "Obtain and maintain such Required Insurance in full force and effect during the entire term of the Contract until all obligations of Contract Party have been discharged, including any warranty periods or extended reporting periods, against claims that may arise out of, are alleged to arise out of, directly or indirectly, in whole or in part, from or in connection with the Contract and/or result from the performance of the Contract".

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

As the contract is for three years, what are RIDOT's requirements or expectations of the Vendor after the book is completed/after the 18-month period?

Answer:

After completion and acceptance by RIDOT, there will be no further requirements or expectations of the vendor.

Date Asked: 01/17/2020

Date Answered: 02/04/2020

Poster: StratComm

Company: StratComm Inc

Question:

Does RIDOT require the Blue Book to be 508 compliant?

Answer:

No.

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

What format/delivery method does RIDOT require for the final electronic version of the Blue Book, for example a clickable PDF or Microsoft Word document?

Answer:

RIDOT will require both the original/native file in addition to the final electronic version as the web ready interactive PDF.

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

What format does RIDOT require for the draft version?

Answer:

The draft version should be Microsoft Word or Acrobat. If the vendor proposes to use a different software, the vendor will need to provide license(s) for the Department to use for the duration of the project.

Date Asked: 01/17/2020**Date Answered:** 01/31/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Is there a preferred software, for example Adobe InDesign, that the Blue Book should be edited/produced in?

Answer:

There is no preferred software. If software other than Microsoft Word or Acrobat is used the native files shall be provided to the Department.

Date Asked: 01/17/2020

Date Answered: 02/04/2020

Poster: StratComm

Company: StratComm Inc

Question:

The RFP states that the "Vendor shall have TWO (2) MONTHS from receipt of their questionnaire to respond to the query." Is that two months from RIDOT's receipt of the vendor-provided questionnaire or two months from RIDOT's submission of final acceptance/feedback to the vendor?

Answer:

The vendor will have an Administrative/Facilitative role in developing and distributing a questionnaire to CIRI and ACEC, collecting all comments from them (two months), submitting to RIDOT for review (two months) and incorporating all RIDOT approved specifications into the Blue Book

Date Asked: 01/17/2020

Date Answered: 02/04/2020

Poster: StratComm

Company: StratComm Inc

Question:

What are the preferred format and delivery methods for questionnaires?

Answer:

Electronically with exact format / delivery method chosen by successful bidder.

Date Asked: 01/17/2020

Date Answered: 01/21/2020

Poster: StratComm

Company: StratComm Inc

Question:

Type your questions here.

Answer:

No question was asked here.

Date Asked: 01/17/2020

Date Answered: 02/04/2020

Poster: StratComm

Company: StratComm Inc

Question:

Please elaborate on the four (4) month review and comment period process.

Answer:

The successful bidder will have four (4) months from RIDOT written approval of Draft document to deliver Final Blue Book addressing any/all RIDOT comments.

Date Asked: 01/17/2020**Date Answered:** 02/04/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Are you allowed to submit more than one questionnaire? Or do you want all the proposed revisions listed out in one questionnaire?

Answer:

It will be up to the successful Vendor to decide how they want to submit all the completed questionnaires back to RIDOT for review.

Date Asked: 01/17/2020**Date Answered:** 02/04/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Do all submitted questionnaire's to RIDOT also get sent to CIRI and ACEC-RI?

Answer:

No

Date Asked: 01/17/2020**Date Answered:** 02/04/2020**Poster:** StratComm**Company:** StratComm Inc**Question:**

Please elaborate on when a questionnaire needs to be submitted for, "input relative to required specification revisions" to RIDOT.

Answer:

The vendor will have an Administrative/Facilitative role in developing and distributing a questionnaire to CIRI and ACEC, collecting all comments from them (two months), submitting to RIDOT for review (two months) and incorporating all RIDOT approved specifications into the Blue Book.

Date Asked: 01/17/2020

Date Answered: 02/04/2020

Poster: StratComm

Company: StratComm Inc

Question:

Is there a specific timeframe when questionnaire's need to be submitted in the initial ten (ten) month period and the four (4) month review and comment period?

Answer:

Questionnaires should be submitted as soon as possible to help the Vendor stay on schedule.

Date Asked: 01/07/2020

Date Answered: 01/17/2020

Poster: Ken Shearin

Company: Roy Jorgensen Associates, Inc.

Question:

Type your questions here. See Section M. The table on p. 11 of the RFP presents the proposed reimbursement schedule for the project segregated into three milestones. Will RIDOT consider a modified reimbursement schedule to improve cash flow? For example, instead of three payment milestones, the schedule could provide one or two additional milestones under each of the three currently shown. This would retain the objective of a performance-based contract. Will RIDOT please furnish a Bid Form so that all Cost Proposals can be evaluated uniformly and without ambiguity regarding completeness and compliance with the RFP?

Answer:

Yes, a Cost Proposal Form with revised milestones will be added by addendum.

Date Asked: 01/07/2020

Date Answered: 01/17/2020

Poster: Ken Shearin

Company: Roy Jorgensen Associates, Inc.

Question:

Type your questions here. See Item #17 on p.4. To assist in bidding, can RIDOT provide some clarification on this requirement, perhaps indicating the potential scope of the related tasks?

Answer:

To clarify, any "related tasks" will be compensated under a supplemental agreement.

Date Asked: 01/07/2020

Date Answered: 02/04/2020

Poster: Ken Shearin

Company: Roy Jorgensen
Associates, Inc.

Question:

Type your questions here. See Item #14 on p.4. Question #1. Please clarify if it is RIDOT's intent to make the Contractor directly responsible for more Quality Control Testing with the goal of less QC Testing by RIDOT or their designated Inspectors. Question #2. The language in Task 14 can also be interpreted to mean that the Vendor shall incorporate "approved Contractor monitored quality control measures and/or requirements into the specifications." Are there existing documents that include currently "approved Contractor monitored quality control measures and/or requirements"? If so, will RIDOT please make these documents available for review by the bidders during the bid process.

Answer:

#1 RIDOT performs Acceptance and Independent testing and the Contractor performs Quality Control testing. #2 These documents will be driven by the Vendor developed questionnaire, the specifications will not be available for review during the bid process.

Date Asked: 01/07/2020

Date Answered: 01/17/2020

Poster: Ken Shearin

Company: Roy Jorgensen
Associates, Inc.

Question:

Type your questions here. See Item #7 on p. 3. Can RIDOT elaborate on this task with respect to performance-based specifications? Has RIDOT identified specific Parts or Sections within the Blue Book where a new performance-based specification is preferred? To assist in bidding, can RIDOT provide a ball park estimate on the percentage of the new Blue Book that will provide a performance-based specification." As a related question, will Part 100 "General Requirements and Covenants" also need to be updated?

Answer:

The entire Blue Book including all approved specification revisions and compilations need to be revised to performance based specifications where necessary. Yes, the newly revised Division I Part 100 entitled "general Requirements and Covenants" will be provided and a cursory review shall be performed including the addition of all required hyperlinks prior to incorporation into the final Blue Book. In addition, Part 100 will need to be updated due to any changes as a result of the re-write.

Date Asked: 01/07/2020

Date Answered: 01/17/2020

Poster: Ken Shearin

Company: Roy Jorgensen
Associates, Inc.

Question:

Type your questions here. See Item #5 on p. 3. The RIDOT process to adopt new/revised Standard Specifications likely has many steps — Prepare Draft Spec; Distribute to Stakeholders (internal and external to RIDOT) and solicit comments; Meet with Contractor/Industry representatives; Organize, evaluate and dispose of the Stakeholder comments; Prepare final version of Spec; Distribute to Stakeholders; Secure approval. In addition to RFP Task #5, what role will the Vendor have in the RIDOT review and approval process?

Answer:

The vendor will have an Administrative/Facilitative role in developing and distributing a questionnaire to CIRI and ACEC, collecting all comments from them, submitting to RIDOT and incorporating all RIDOT approved specifications into the Blue Book

Date Asked: 01/07/2020

Date Answered: 01/21/2020

Poster: Ken Shearin

Company: Roy Jorgensen
Associates, Inc.

Question:

Type your questions here. See Item #2 on p.3. Will RIDOT identify those Job-Specific specifications that are good candidates for incorporation into the revised Blue Book? To assist in bidding, can RIDOT provide an estimate of the number of JS specifications will be incorporated into the new Blue Book. Will RIDOT please make these specs available for review by the bidders during the bid process?

Answer:

Job-Specific Specifications that are good candidates for incorporation into the Blue Book will be identified by RIDOT through the response to the questionnaires. It is currently estimated that there are 75 Job-Specific Specifications that could be incorporated into the Blue Book. As the list will be driven by the Vendor developed questionnaire, the specifications will not be available for review during the bid process.

Date Asked: 01/07/2020

Date Answered: 01/16/2020

Poster: Ken Shearin

Company: Roy Jorgensen Associates,
Inc.

Question:

Type your questions here. Are the current Blue Book and addenda available as a Microsoft Word file?

Answer:

The current Blue Book individual sections and addenda will be made available in Word to the successful bidder.