



**CITY OF EAST PROVIDENCE
COMMUNITY CENTER
RFP EP22/23-14**

ADDENDUM # 1

BID OPENING THURSDAY MAY 4, 2023 AT 11:00AM

Corrections to section G Submission Criteria: number 4 should read as follows

#4 Key personnel that will be employed as part of the Owner's Project Management team including: applicable resumes, professional designations, licenses held, information on experience with similar projects, and each person's level of involvement in, and the organizational structure of the staffing for this Community Center project.

Questions and Answers

(Q) There are multiple forms included in the Standard Instructions to Bidders that appear to relevant to construction proposals. Please confirm which of these, if any, are required for this solicitation.

(A) The forms that need to be submitted with the proposals are: East Providence Affirmative Action Program, Certification of Non-Segregated Facilities, Anti-Collusion and W9.

Project Overview, B, Scope of Services, Pre-Construction:

(Q) Please confirm the OPM will not be required to conduct separate cost estimates in addition to the Architect and Contractor

(A) The OPM will not be required to conduct a separate cost estimate. The OPM shall review the Architects estimate and the contractor's bid, on behalf of the City.

Project Overview, B, Scope of Services, Construction, #2:

(Q) Please confirm the frequency of the Building Committee meetings.

(A) Assume weekly meetings and for consistency on proposals assume 100 meetings.

Project Overview, B, Scope of Services, Construction, #16:

(Q) Please confirm Rhode Island state agencies that will be providing reimbursement.

(A) N/A

Project Overview, B, Scope of Services, Occupancy:

(Q) Please confirm if the City will procure for Move Management services.

(A)The City will procure for Move Management Services. The City will rely on the OPM for assistance in drafting a Move Management Service RFP.

Project Overview, Submittal Instructions:

(Q) Please confirm if there is a specific "Proposal Form" for the response.

(A) No, there is not a specific Proposal Form

Standard Instructions to Bidders, 6.0 Contract Security:

(Q) Please confirm that Contract Security is not required. We understand this to only be applicable to construction proposals.

(A) This is only applicable to the construction proposals

Standard Instructions to Bidders, 7.0 Bid Prices:

(Q) As this is a Request for Proposals, please confirm that the "Bid Proposal Form" is not required.

(A) The Bid Proposal is not required for the Request for Qualification

Standard Instructions to Bidders, Preliminary Statement of Workforce Needs:

(Q) Please confirm if this Statement is required.

(A) No this is not required with proposal submission

(Q) The Submission Criteria outlines required forms. These forms include a Certificate of Non-Collusion and a Certificate of Tax Compliance. Are those forms the same as the Anti-Collusion Declaration and the W-9 that were included in the RFQ documents? If not, can you provide those two forms?

(A) Yes they are the Anti-Collusion and W9 Forms in the Standard Instruction forms for Bidders.

(Q) What would be the approximate bill rate for the project manager?

(A) This is to be determined by the company providing the OPM Service.

(Q) Is this 100% on-site or is it partially remote?

(A) Early assistance with review of architectural drawings, etc. would be remote. Once construction begins the OPM will be on-site for the duration of construction.

(Q) Is per-diem an option?

(A) No, the OPM will be on-site for the duration of the construction phase.

(Q) On page 8, Under Section G, number 8 it states the following: Adequate financial stability and proof of professional liability insurance. The East Providence School District must also be able to be named an "additional insured". Other District insurance requirements for comprehensive, etc. will be included in the contract for services. Is this correct? Should this be the City of East Providence?

(A) This should read City of East Providence.

(Q) On page 8, Under Section G, number 6 ask for submission of the following: Submission of 1) The Project Manager Qualification Statement; 2) a Certificate of Non-Collusion; 3) a Certification of Tax Compliance. What is a "Project Manager Qualification Statement"? Can you expand on what you are looking for regarding this part of the submission?

(A) 1, The Project Manager Qualifications Statement shall include any state or federal professional licenses and/or certifications the individual has that makes them qualified to perform the intended work. 2 & 3 refer to the Anti-Collusion and W9 forms.