

December 13, 2018

Rhode Island Commerce Corporation

**ADDENDUM NO. 001
Questions & Answers**

REQUEST FOR QUALIFICATIONS
ECONOMIC FEASIBILITY AND ANALYSIS CONSULTING SERVICES

The Rhode Island Commerce Corporation (“Commerce Corporation” or “Corporation”) seeks to retain multiple vendors (“Consultant”, or “Vendor”) to provide economic feasibility and analysis consulting services on an on-call basis for plans and projects sponsored or administered through the Corporation and/or its affiliates.

Question #1: One of the technical response elements is to, “Provide two samples of work product that was conducted in the last two years that is illustrative of the Vendor’s capabilities around the scope contemplated under this Request for Qualifications.” Is this work sample a 1) final deliverable of a project submitted to a client, or 2) project profile outlining services provided and describing the project?

Answer #1: Work samples submitted as part of the technical response elements do not necessarily have to be final deliverables submitted to a client. However, the work samples must be able to adequately demonstrate the Vendor’s capabilities and quality of work around the scope items that the Vendor is responding to. In the case of a project profile, as long as the profile submitted can adequately demonstrate these capabilities, the sample may be acceptable. The Corporation reserves the right to request additional samples of work for Vendors if the work samples submitted are not deemed sufficient.

Question #2: Another requirement is to, “Provide a reference list of at least three individuals, agencies, or companies for work completed in the last four years including location of the project and a contact person familiar with Vendor’s work.” Does this mean three references per topic? We are submitting qualifications for five of the seven topics and some references overlap.

Answer #2: Vendors responding to multiple topics under the scope need not submit three references per topic. However, for each topic that the Vendor is responding to, the Vendor must submit at least one reference who can adequately speak to the Vendor’s capabilities and quality of work for that topic. References may overlap across topics.

***End of Addendum ***