

February 10, 2022  
Rhode Island Commerce Corporation

Project Name: Owner's Program Manager Services to Support New Facility for the  
Rhode Island Department of Health State Health Laboratories and  
Additional Private Laboratory Space

Solicitation Number 2279

**Addendum 2**

REQUEST FOR PROPOSALS (RFP)

**FOR: OWNER'S PROGRAM MANAGER SERVICES TO SUPPORT A NEW FACILITY  
FOR THE RHODE ISLAND DEPARTMENT OF HEALTH STATE HEALTH  
LABORATORIES AND ADDITIONAL PRIVATE LABORATORY SPACE**

The Rhode Island Commerce Corporation (the "Corporation"), on behalf of the State of Rhode Island (the "State"), seeks proposals from qualified respondents ("Respondents") to provide Owner's Program Management Services for (i) the second solicitation phase for the selection of a developer for a new facility, which includes the Rhode Island Department of Health State Health Laboratories ("RISHL") and Additional Private Laboratory Space (the "Project") and (ii) support for managing all aspects of the State's effort, including the Project, after a developer ("Project Developer") has been selected and to the approximate mobilization of the developer. This document constitutes a Request for Proposal ("RFP"), in a competitive format, to obtain proposals for the Owner's Program Management Services from Respondents.

Prospective Proposers and all concerned are hereby notified of the following changes for the above-described RFP. These changes shall be incorporated in and shall become an integral part of the RFP documents.

**A: Questions Received and Answers**

1. Since all prospective respondents couldn't access the mandatory pre-bid meeting, please confirm when the recording of the meeting will be made available, or separate meeting will be scheduled. In addition, given the delay please confirm if additional questions may be submitted after receipt of pre-bid information and if the overall submittal schedule will be adjusted to accommodate this delay.

*Answer: Refer to Addendum 1 and Addendum 2, item A16.*

2. In Section A, 22: please confirm proof of insurance is required upon selection/reward and not as part of the RFP response.

*Answer: Yes, that is confirmed.*

3. In Section C, 1, h: “Lead the architectural contract review and negotiations and assist the Corporation with the negotiating and modifying of other areas of the contract(s) for the Project Developer.” Is the OPM providing this service to review the Project Developer’s architectural contract with their proposed team’s architect?

*Answer: Refer to Addendum 2, Section B concerning the RFP, Section C, 1, h. The OPM’s scope of services does not include reviewing the contracts between the Project Developer and its subcontractors unless they are an Exhibit to the contract between the State and the Project Developer.*

4a. In Section C, 1, i, i: “Lead with developing the RISHL facility Project document exhibit including appropriate State-provided existing drawings and outline specifications and augmenting with additional documents” – please elaborate on specific scope to be performed by A/E partner for the process. Please clarify what the team is supposed to produce or is it a review of the provided programming documents (PDF pages 32 – 41 of the RFP).

*Answer:*

*a. The A/E partner shall review and help to refine the existing program and schematic documents that were provided in pages 32-41 of the RFP for the **Phase 2 solicitation documents**. The A/E partner will meet with the Corporation and RIDOH to ensure that the State’s intent is incorporated, that the level of quality of all materials, equipment and workmanship required is outlined in the package, and the manner of oversight and approvals to an agreed upon timetable by the Corporation and RIDOH is documented, so that there is a clear understanding of the base requirements of the facility for the compensation to the Project Developer. The A/E will augment with additional documents where needed. It is anticipated that the final contract document between the State and Project Developer will include, but not be limited to, the following A/E responsibilities:*

- i. Verify and refine RISHL program, individual elements and clarify gross vs net SF.*
- ii. Verify local zoning ordinances and their impact to the proposed building massing.*
- iii. Verify schematic plans, to accommodate RISHL building vehicular and pedestrian access, security, circulation, workflow independence from balance of building.*
- iv. Provide additional criteria for RISHL building defining 50-year durability, LEED SILVER sustainability and prudent response to Climate change (i.e. coastal location with regard to water level in 50 years).*
- v. Provide and verify MEP systems, placement, distribution and their performance criteria that would serve RISHL program and ensure that the penthouse mechanical equipment is sized and apportioned correctly to RISHL within this multi-tenant building.*
- vi. Provide and verify emergency backup generator criteria and how it would serve to support RISHL program.*
- vii. Provide additional criteria for prototypical modern laboratory planning details.*
- viii. Verify parking assumptions and various delivery accommodations.*
- ix. Verify FFE major assumptions, accommodations, and quality.*

- x. *Provide and verify various building cladding scenarios (exterior and roofing), their associated cost implications and include the State's requirement in the package.*
- xi. *Provide and verify various interior component criteria (walls, doors, flooring, ceilings, etc.), including the level of finishes for RISHL build out of the space and include the State's requirement in the package.*
- xii. *Identify the scale, level of detail and components of the plans to be provided by developers and any other detail to ensure their compliance to RISHL physical requirements can be assessed.*

**b. During review of the Phase 2 developers' submittals,** *Work to be provided will include, but not be limited to, the following responsibilities:*

- i. *Provide the templates for reviewing the submissions that allow for comparison of the budget, scale of amenities, level of detail and components of the plans provided by developers, and any other detail to evaluate developer interpretation of the RISHL physical requirements.*
- ii. *Assist by reviewing submissions for compliance with Phase 2 requirements.*
- iii. *Assist by reviewing submissions and providing cost verification of major elements.*
- iv. *Assist by reviewing submissions and providing an a/e summary of building quality, opportunities and deficiencies.*

**c. When the Project Developer is determined,** *Work to be provided will include, but is not limited to the following responsibilities:*

- i. *Modifying the A/E contract attachments to meet the final agreed requirements and providing costing of major elements and consultation to finalize the contract. Refer to Addendum 2, item B2.*

4b. In Section C, 1, i, i: "Respondent must provide licensed professional Architectural/ Engineering/ Laboratory consultants with at least 15 years of specific appropriate experience..." please confirm that this request is for the OPM respondent to provide this consultant for in-depth peer review of requirements, program.

*Answer: Correct.*

5. In Section C, 2 "Owner's Support for Project Management Services following the Selection of the Project Developer to the approximate point of Developer mobilization.": Please confirm that mobilization is the start of the planning and design phase and the anticipated number of months for this phase.

*Answer: It is anticipated that Mobilization is approximately 1 month after the first official meeting with the Project Team, Corporation, and stakeholders. Total length of Work is expected to be approximately 5 months.*

6. In Section C, 2, g, i – iv: please provide additional detail on reporting requirements including templates, number of agencies requirement reporting and any other detailed information as this may have a significant impact on scope and fee.

*Answer: It is the responsibility of the OPM to identify and comply with the funding reporting requirements in modified in Addendum 2, Item B5 below, including but not*

*limited to any funding reporting required (i) pursuant to the Notice of Award to the State from the U.S. Department of Health and Human Services, (ii) by the Rhode Island Department of Administration or other State agency.*

7. In “Cost Proposal” b, ii: a breakout is required – please confirm required scope for Legal Services and Cost Estimating.

*Answer: Section D, paragraph 7b. of the RFP is amended by deleting the second bullet pertaining to Legal Services. Refer to RFP, Addendum 2, Item B2 below for further Cost estimating services required.*

8. In “Proposal Submission”, e, iii: Please clarify the number of printed copies – RFP indicates “Four (8) printed paper copies”

*Answer: Four (4) printed paper copies and one (1) electronic copy.*

9. If available, please advise on who will make up the TEC for the proposal review-  
*Answer: That information is not available at this time.*

10. How many firms/teams responded to the Developer RFP in December 2021?

*Answer: That information is not being provided at this time.*

11. Please provide a list of names/entities that participated in the Pre-Proposal Meeting, including those that viewed the pre-recorded video.

*Answer: This information is not being provided at this time.*

12. Please clarify the ISBE % requirement for this assignment.

*Answer: The RFP addresses the requirements of 150-RICR-90-10-1 and does not list a percentage goal.*

13. Describe the Corporation’s role and who would the selected consultant be reporting to on a daily basis?

*Answer: The Governance Committee, composed of representatives from Commerce, the Executive Office of Commerce, the RI Department of Health (RIDOH), Executive Office of Health and Human Services (EOHHS), and the Department of Administration (DOA), provides high level oversight of this project, including evaluating Phase 2 proposals to develop, design and construct the project. Commerce is the lead agency for managing the project in collaboration with RIDOH to assure that specific requirements for the RISHL portion of the project are met. The day-to-day lines of communication will be clarified during the project kick-off.*

14. Please provide the names of consultants who have prepared, or are currently preparing the background documents that were included in the Developer RFP, i.e. architectural programming, engineering, cost estimating, etc.?

*Answer: Further information will be provided to the awarded vendor.*

15. Page 15, Section 7 Cost Proposal breakout. There are four categories, one that states 'Legal Services'. Please clarify the scope of this category?

*Answer: Legal Services has been removed, see RFP, Addendum 2, Item B1.*

16. Given that the deadline for questions is now January 31<sup>st</sup>, and with the time needed to prepare responses, we request consideration be given to extending the deadline for proposal submission beyond February 11.

*Answer: The deadline for submitting proposals is extended from 10am on February 11, 2022 to 10 am on February 17. See Addendum 2, B6. Below.*

**B: Modifications to the RFP**

1. Refer to RFP, Section D, 7. b. ii; DELETE: "Legal Services."
2. Refer to RFP, Section C; ADD  
"8. Provide cost estimating services similar to the format and complexity of the Vermeulen estimates included in the RFP attachments.  
a. During the developer selection phase, provide cost verification of major elements of the A/E submission and overall A/E cost for each developer submission.  
b. After the Project Developer has been determined, provide cost estimating services to finalize the contract agreement between the Developer and the State, including providing limited miscellaneous cost estimating for discrete items such as finishes, mechanical equipment, building envelope materials, etc., as verification during the systematic organized approach to ensure the necessary functions in the project at the best value."
3. Refer to RFP; Section C, 1, h. is deleted and replaced with the following: "Lead the architectural contract review and negotiations and assist the Corporation with the negotiating and modifying of other areas of the contract with the Project Developer."
4. Refer to RFP, Section C. 2. d., delete "pre-construction" and replace with "the first official meeting with the Project Team, client and stakeholders for introductions, and to establish goals, purpose, intent, schedule and process..."
5. Refer to RFP, Section C, 2, g; delete in its entirety and replace with  
"g. Services shall include supporting Funding Reporting. In general, on a monthly basis the OPM will facilitate the State's effort to document and input the monthly upload of Developer invoices, when they become available."
6. The deadlines for submitting proposals is extended from 10 am on February 11, 2022 to 10 am on February 17, 2022

All other provisions in the RFP remain the same.

End of Addendum