

August 5, 2022
Rhode Island Commerce
Corporation

Project Name: Owner’s Program Manager Services to Support the Design, Development and Completion of a New Facility for the Rhode Island Department of Health State Health Laboratories (RISHL) and Additional Private Laboratory Space

Solicitation Number 2294

Addendum 1

REQUEST FOR PROPOSALS (RFP)

FOR: OWNER’S PROGRAM MANAGER SERVICES TO SUPPORT THE DESIGN, DEVELOPMENT, AND COMPLETION OF 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 the design, development and construction of a new facility, which includes the Rhode Island Department of Health State Health Laboratories (“RISHL”) and Additional Private Laboratory Space (the “Project”) by the selected developer (“Project Developer”). The Owner’s Program Manager will be responsible for managing all aspects of the State’s effort to complete the Project from the time the Project Developer has been selected and mobilized through the completion of the Project. 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 Respondents and all concerned are hereby notified of the following change to the Scope of Services in Section C of the above-described RFP and of the following questions and answers. The change to the Scope of Services and the questions and answers shall be incorporated in and shall become an integral part of the RFP documents.

A: Revisions to Section C: Scope of Services

Section C of the RFP is revised to include the following:

The OPM services shall include the services of a professional cost estimator. The firm shall have resources and experience in laboratory building construction and fit out. The cost estimator shall provide examples of recent projects (within the last 5 years and exceeding \$20 million in value) that display their capability and accuracy in the proposed project type in the current developer delivery methodology. They will be required to provide a minimum of 8 cost estimates along with their subsequent updated reviews (1 at DD, 1 at SD and 2 at CD’s both 50% and 90% completion along with 4 early procurement packages such as foundations, structure/skin, MEP long lead components, TI long lead Casework/equipment). The

State will need to know the current cost of the Project throughout the design, construction and occupancy phase. Utilizing the same information that is provided by the developer and their design professionals the successful firm shall create their own cost estimates and compare and contrast to those provided by the Project Developer and their CM. Their services will serve to validate the value and guide the decisions on the proposed project.

B.: Questions Received and Answers

1. Please confirm the duration for the required fee is September 2022 - May 2025.

Answer: Correct. We anticipate that the duration of the contract will be September 2022 - May 2025, or 31 months.

2. Please confirm any other consultants the Owner will be carrying directly under its control.

Answer: The OPM, as outlined in the RFP, is required to provide the associated professional services that are required to review, manage and support all aspects of the Project. The selected Project Developer will engage a third party commissioning agent, which will require the State's approval. The OPM will work with the State and the commissioning agent will coordinate their efforts with the selected Project Developer to execute their scope of work.

3. Please confirm the number of cost estimates tied to the corresponding phases of the design.

Answer: It is anticipated that there will be a minimum of two per phase or a total of six. This does not include all verification of any potential change orders throughout the Project.

4. Typically in a build-to-suit project of this nature, in addition to a program manager, the Tenant will carry its own Architect to develop a baseline spec and plan exhibits and sometimes to develop a comprehensive FF&E package (beyond what was provided in the Developer RFQ/P). Will the owner be hiring this team member separately?

Answer: Yes, the owner has engaged this architectural service -- it will be provided by the owner's current OPM.

5. Language in Section, C. d. and e indicate that the Program Manager will be recommending payment. Please confirm that the Developer (and architect) will still be the party signing the certified requisition.

Answer: This is correct and it is expected that the OPM will review and verify that the proposed amount and value of the payment is aligned with the executed work and will recommend to the State any modifications to proposed payment.

6. Language in Section C. i. Indicates that the Program Manager will "observe on site daily". For the purposes of generating a fee, please provide the total month/day duration for this service and number of hours per day.

Answer: See the Cost Proposal Form, attached to the RFP as Exhibit 4, for the number of hours and duration of Project.

7. Contract

1. How will the contract be administered? Through Commerce or DOA?

Answer: The contract shall be administered through the Commerce Corporation.

2. Who will the point of contact be for the Corporation & the State?

Answer: This individual will be identified when the OPM is selected. The individual will be part of the Project's Steering committee.

3. Who is the point of contact heading up the DOH coordination?

Answer: This individual will be identified when the OPM is selected. The individual will be part of the Projects Steering committee.

8. Will you please provide the direct link to the form for the RFP Response Certification Cover Form?

Answer: Yes. The link is provided below.

<https://commerceri.com/wp-content/uploads/2022/08/RFP-RESPONSE-CERTIFICATION-COVER-FORM.pdf> [commerceri.com]

9. In the submission of the cost proposal, is it acceptable to submit two cost proposals based on (1) provided cost proposal form and (2) alternatively suggested staffing approach? Or by submitting an offer for alternate specifications/staffing, would that disqualify the bid?

Answer: Submit only the Cost Proposal Form, attached to the RFP as Exhibit 4.

10. Are you able to share the Development Team, including Developer, Contractor & Architect? If not, when will this selection be announced?

Answer: The State is considering three firms as finalists in a competitive RFP process. The State has not yet signed a development agreement at this point. However, the State's intent is to make a selection and a public announcement very shortly.

11. The Scope of Services indicates that the OPM will participate in review of developer pay applications and draw requests, as well as review of SOVs during construction administration, but does not directly assign Project Budget management/tracking to the OPM. Will you please confirm the role the OPM is expected to play in the development, management and administration of the overall Project budget & cost tracking?

Answer: This is correct and it is expected that the OPM will review and verify that the proposed amount and value of the payment is aligned with the executed work and will recommend to the state any modifications to proposed payment. The OPM shall also ensure that the developer maintains an updated accounting of the projects progress along with payments and releases of leans throughout the duration of the project.

12. In your development of the cost proposal and staffing allocation, how did you determine the allocations that are included in the cost form?

1. Will a full time on-site presence be required during design/ preconstruction?

Answer: Yes, as per the cost proposal.

2. Will a full time on-site presence be required during construction?

Answer: Yes, as per the cost proposal.

3. What duration does the DOH anticipate closeout activities to occur over?
Yes. As per the cost proposal the close out proposal duration is three months.

13. Will the OPM be responsible for all coordination related to DOH services and occupancy within the facility?

Answer: Yes, the OPM will work with the selected Project Developer to coordinate all services and occupancy within the new facility.

14. What role with the OPM play in the procurement, selection, and administration of FF&E?

Answer: The OPM will work with the selected Project Developer to review and provide professional guidance as to the quality of the FFE components and make recommendations to the State as to appropriateness.

15. What role with the OPM play in the procurement, selection and administration of other owner-direct consultants?

Answer: The selected Project Developer will engage a third party commissioning agent, which will require the State's approval. The OPM will work with the State and the commissioning agent will coordinate their efforts with the selected Project Developer to execute their scope of work.

16. Is the project subject to Davis Bacon / Prevailing Wage requirements, and will the OPM be responsible for the tracking of such labor force requirements, or will this be incumbent of the selected Developer?

Answer: The Corporation is attempting to confirm with the CDC whether the Project is subject to Davis Bacon. However, the Project is subject to prevailing wage requirements under state law. The OPM will be responsible for tracking such requirements.

17. Has a developer for the project been selected yet? If not, is there a target date for that selection?

Answer: The State is considering three firms as finalists in a competitive RFP process. The State has not yet signed a development agreement at this point. However, the State's intent is to make a selection and a public announcement very shortly.

18. What are the anticipated dates for the start and completion of design?

Answer: Initiate design September 2022, complete June 2023.

19. What are the anticipated dates for the start and completion of construction? We see that the Certificate of Occupancy date is March of 2025.

Answer: Initiate March 2023, complete by Feb 28th, 2025.

20. Would the Corporation accept the proposal documents on a flash/thumb drive rather than a CD?

Answer: Yes. In fact, the Corporation would prefer a flash/thumb drive but will accept either a flash/thumb drive or a CD.

21. Is the gross square feet of the total building to be roughly 120,000sf? (80,000 RISHL and 40,000 private lab space?)

Answer: The total building gross square feet ranges from 120,000sf to 212,000sf depending on which proposal is selected.

22. Who will own the private lab space?

Answer: This item is to be determined, between the selected Project Developer and the private tenant.

23. Is the fit-out of the private lab space include in this procurement?

Answer: No

24. Regarding the fee structure, is the Corporation at this time requesting ONLY the hourly billing rates of the OPM's staff (plus the multiplier for other staff)? Is a total proposed cost for the OPM for the duration of the project being requested at this time, or will that be negotiated later with the selected OPM firm?

Answer: Please provide the information as requested in Exhibit 4 to the RFP.

1. Please confirm what is the total sq ft of the proposed building?

Answer: The total building gross square feet ranges from 120,000sf to 212,000sf depending on which proposal is selected.

2. Please confirm that the square footage for the State lab is 80,000 Square Feet.

Answer: Confirmed.

3. Is the OPM responsible to oversee the build-out of the condominium developers labs (non-state)?

Answer: No.

4. Is the OPM responsible for the oversight of the entire sq ft core and shell?

Answer: Yes.

5. What type of Lab is being proposed for the State of RI?

Answer: The program will be a combination of "wet" and "dry" type of laboratory spaces. Please review the program that has been referenced in the previous RFP which is attached as Exhibit 1 to the OPM RFP or the various types of laboratory programs and their varied services.

6. Please confirm BSL levels for biological labs

Answer: It is anticipated that they will be BSL level II and BSL Level III.

7. Has a design firm been selected for programming of Lab space?

Answer: The selected Project Developer will include this professional service in their proposal.

8. Please confirm that the OPM is expected to have full-time on-site presence during all construction phases including oversight of the non-state lab spaces.

Answer: The OPM is expected to have full-time on-site presence during all construction phases up to and including the common areas of the building, but not including the oversight of the private non-state lab spaces.

9. The pricing sheet that is attached and required does not include some of the services requested in the scope of work. For example; Move management consultants/staff for decommissioning the existing lab space See Section C. Scope of Services Item 1.x. Can additional lines for proposed additional services be added to the pricing sheet?

Answer: It is the State's intent that the OPM not perform these tasks but administer and assist in their execution. The examples of move management and decommissioning will be executed by the selected developer, with the OPM coordinating the states logistics.

10. Please provide, if available, user requirements or the associated BOD for lab areas including but not limited to the following items:

- a) Bulk gas and vacuum requirements.
- b) Solvent delivery system requirements, if any.
- c) Purified water beyond required for humidification
- d) Process chilled water requirements
- e) pH neutralization requirements.
- f) Active biological substance or waste storage
- g) Hazardous chemical or waste storage
- h) Lab bench and utility panel requirements
- i) Cold storage requirements

Answer: The BOD is based can be found in the attachments that were incorporated in the initial RFP to the developer which is referenced in this RFP as Exhibit 1. The details as outlined above will be finalized with the selected developer and their design professionals.

11. CBRE can offer full service decommissioning services through our Principle Project Group. If this is desired as an add alternate and if so, can you define scope?

Answer: This scope of work is to be executed by the selected developer and their team.

12. Please confirm submittal requirements of the RFP end on page 15

Answer: Correct there is a final statement on the bottom of the page which we have included for clarification. "The Rhode Island Commerce Corporation reserves the right to terminate this solicitation prior to entering into any agreement with any qualified firm pursuant to this Request for Proposal, and by responding hereto, no firms are vested with any rights in any way whatsoever. Rhode Island Commerce Corporation reserves the right to reject any or all proposals for not complying with the requirements. "

13. Please advise if an electronic submission only is sufficient.

Answer: Please submit both hard and electronic copies of your proposal as outlined in the RFP.

14. Please confirm if a flash drive is sufficient instead of the CD-R for the electronic copy.

Answer: Confirmed, See answer to question 8 above.

15. On the PDF page 14 of the RFP, under Proposal submission, section a, it says to include the RIVIP Vendor Certification Cover Form only in the original copy and specifically not in the technical, but on page 15, section e, it states to mark the (1)

electronic copy and (1) printed copy as, "Technical Proposal – Original." Can you please confirm where to include the RIVIP Vendor Certification Cover Form?

Answer: One original and signed RIVIP Certification Cover form downloaded from the Division of Purchases website should be provided as a stand-alone document as part of your Proposal Submission. Do not include any copies of this form in the Technical or Cost proposals. .

16. On the PDF page 14 of the RFP, under Proposal submission, section b, it says to include the Two (2) completed original and copy versions, signed and sealed. Can you confirm you would only like Appendix A in a separate sealed envelope containing an original and copy version?

Answer: Confirmed.

17. Please confirm where you would like the completed RFP/RFQ Response Certification Cover Form (pg. 17 of the PDF RFP) included.

Answer: Please include a signed original RFP/RFQ Response Certification Cover Form as a stand-alone document as part of your Proposal Submission in the same way as you provide the RIVIP Certification Form

Additionally, please note that the telephone number for contacting the Office of Diversity, Equity & Opportunity is (401) 574-8253 and the email contact is Mr. Elvys Ruiz at elvys.ruiz@doa.ri.gov

End of Addendum