



Procurement #: Procurement #: 38768>>

CITY OF PROVIDENCE, RHODE ISLAND

Department: Office of Economic Development

RFP Title: Minority and Women-Owned Business Enterprise Disparity Study

Opening Date: 12/19/2022

Addendum #: 3

Issue Date: 12/12/2022

The purpose of this addendum is to address common questions submitted regarding the Request for Proposal.

Providence City Hall
25 Dorrance Street
Providence, RI 02903

Minority and Women Owned Business Enterprise Disparity Study

Q&A

1. Does the City maintain subcontract data (MBE/WBE and non- MBE/WBE) for locally funded contracts/for the prime or direct contract data the City maintains:
 - **Firm name.**
 - **Yes.**
 - **Firm address, city, state, zip code.**
 - **We do not collect it; It is included on the company contract information at BOCS meeting portal**
<https://www.providenceri.gov/purchasing/#bcs>
 - **Firm phone number.**
 - **No, we do not collect it; It is included on the company contract information.**
 - **Firm email address.**
 - **No, we do not collect it; It is included on the company contract information.**
 - **Firm contact person.**
 - **No, we do not collect it; It is included on the company contract information.**
 - **Firm owner race and gender.**
 - **Yes, we collect it. Only for the certified minorities information. This can be located at State of RI site** <https://dedi.ri.gov/divisions-units/minority-business-enterprise-compliance-office>
 - **Firm owner veteran status.**
 - **The city of Providence doesn't recognize Veterans**
 - **Prime contract number.**
 - **Yes, same as the Procurement Number**
 - **Prime contract title.**
 - **Yes, contract description**
2. Start date of contract.
 - **Contained in the RFP – Please access through the following link:**
<https://pvdrescueplan.com/apply/>
3. End date of contract.
 - **Contained in the RFP – Please access through the following link:**
<https://pvdrescueplan.com/apply/>
4. Award amount.
 - **Contained in the RFP – Please access through this link**
<https://pvdrescueplan.com/apply/>
5. Amount paid (total or to date).
 - **We are currently in the process of identifying a qualified firm to conduct and provide the results of a complete and legally supportable Minority- and Women-Owned Business Enterprise (MWBE) disparity study to inform and support the need for programs to enhance participation in City of**

Providence contracts by business enterprises. No funds have been dedicated towards this process up to this point.

6. Type of work performed.
 - **Contained in the RFP – Please access through the following link:**
<https://pvdrescueplan.com/apply/>
7. Industry category code, such as NAICS or NIGP.
 - **It is on the state website or can be found at the RI Secretary of State.**
 - **Only for certified minority companies.**
 - <https://dedi.ri.gov/divisions-units/minority-business-enterprise-compliance-office/minority-business-enterprise-mbe>
2. Is this City’s first disparity study?
 - **Yes**
3. What is the amount budgeted for the study?
 - **Contained in the RFP – Please access through the following link:**
<https://pvdrescueplan.com/apply/>
 - **We would like those who chose to submit proposals to consider the full scope of the work and give a reasonable estimate of the cost based on expertise and experience.**
4. Addendum 1 adjusts the Q&A deadline to Friday, November 25th. Will the City consider extending the due date to allow proposers to respond to your answers and time to ship the requested hard copies?
 - **The submission deadline for the Minority and Women Owned Business Enterprise Disparity Study has been extended to December 19, 2022 at 2:15pm. For details surrounding the process to submit a bid please reference the site listed below:**
 - <https://www.providenceri.gov/purchasing/how-to-submit-a-bid/>
5. On the budget form for “Total Cost” of personnel, is the total cost the sum of the hourly rate for each person that holds a position. For example, if we have three analysts are you asking for the sum of the hourly rates for the analysts?
 - **Please specify any personnel you plan to utilize specific to this project along with the total amount that the additional person(s) will be paid in relation to this project.**
6. On the budget form it requests “Unit Price”, however, there are no unit price costs associated with our budget. Can we leave the unit prices blank?
 - **Please consider the scope of the work related to this project when outlining your anticipated budget. If you do not anticipate needing any equipment or tools than it would be appropriate to leave this section blank.**
 - **Please keep in mind that any and all relevant details you provide will help us to determine your eligibility when reviewing applications.**