



Procurement #: 43591>

CITY OF PROVIDENCE, RHODE ISLAND

Department: Planning and Development

**RFP Title: RFQ For Planning, Engineering And Design Services For Safe Streets Projects- 4.5
Year Contract**

Opening Date: 01/29/2024

Addendum #: 1

Issue Date: 01/16/2024

The purpose of this addendum is:

Answer questions received so far, provide pre-bid recording and attendance report, and amend page 11 of RFQ.

Providence City Hall
25 Dorrance Street
Providence, RI 02903



CITY OF PROVIDENCE
MAYOR BRETT P. SMILEY

Bid Addendum #1

Planning, Engineering, And Design Services

for Safe Streets Projects

MinuteTraq ID: 43591

ADDENDUM NO. 1

Planning, Engineering, and Design For Safe Streets Projects

PROVIDENCE, RHODE ISLAND

The information, clarifications and revisions contained in this addendum are to be incorporated as ADDENDUM NO. 1 – PLANNING, ENGINEERING, AND DESIGN SERVICES FOR SAFE STREETS PROJECTS (4.5 YEAR BLANKET CONTRACT). All referenced changes are to become part of the Contract Documents:

- This addendum answers initial questions submitted to the Planning Department,
- Attendance at the pre-bid meeting as well as the recording link are included,
- An amended page 11 of the RFQ is also included.

Q: Do respondents need to submit qualifications for all tasks or just those they're interested in?

A: Respondents should only submit qualifications for tasks they are interested in.

Q: Will the on-call be just Safe Streets For All work or other work as well?

A: This contract will only be for work completed as part of the Safe Streets For All grant.

Q: The RFQ asks for both a cover letter to be included before the forms and a letter of transmittal to be included in the Bidder's Proposal Packet. Do we need to include letters in both places?

A: There should be one letter at the beginning of the response. On page 12 of the RFQ, this letter is referred to as a "Letter of Transmittal" signed by an authorized signatory and stating which tasks you are submitting qualifications for. On page 18 this same letter is referred to in the scoring methodology as a "Cover Letter" and adds that this letter must bind you to all commitments of your proposal. Respondents could submit one proposal with this letter at the front and sections for each task separated by tabs.

Q: Can an authorized signatory sign the forms/cover letter, or does it have to be someone with the title of "Officer"?

A: Page 12 of the RFQ says "signed by an owner, officer, or other authorized agent of the respondent", and while page 18 does say "signed by an officer", as long as the signatory has the authority to bind the respondent to the commitments in the proposal, they do not need to be an officer in title.

Q: Will you accept digital signatures in place of ink signatures?

A: For proposal submission, a digital signature with date on it is fine. For contract signatures, the City requires ink signatures

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Q: Please clarify whether teams will be considered. Sometimes there are small subcontracting needs such as for historic or archaeological work.

A: For the qualification evaluation, respondents' in-house capabilities will be the only consideration. During task order negotiation, subcontractors for small portions of the task order scope will not be prohibited.

Q: Which submission requirements are required to be included separately for each task versus once for the whole response?

A: The Letter of Transmittal, Company Introduction, and Client References mentioned on page 12 of the RFQ should be included once for the whole response. References should be included who can speak to each task submitted for. Relevant experience for each task should be listed separately. The areas of experience listed on page 20 of the RFQ indicate which tasks the City believes are relevant to each, and respondents should follow that guidance when describing experience for each task. When an area of experience in this list does not specify tasks it's relevant to, the City believes it is relevant to each task.

Q: Should Project Approach and Understanding be included for each task separately?

A: Yes, keeping in mind that all tasks associated with this solicitation are toward the same grant-funded project for Urban Trail Network Improvements, so there will be some overlap.

Q: Are there any requirements for MBE/WBE or DBE? Page 13 of the RFQ references monthly MBE/WBE reports.

A: The City aspires to carry out a policy of supporting the participation of firms owned and controlled by minorities (MBEs) or women (WBEs) in the City's construction projects. Local ordinance provides that MBEs and WBEs are to be included in all solicitations and that the City shall strive to achieve a goal of 10% participation of MBEs and 10% participation of WBEs in all City projects/contracts. With respect to DBE, respondents are encouraged to familiarize themselves with federal regulations available at 2 CFR 200.321. Further guidance with respect to MBE/WBE and DBE goals, and any waivers that may apply, will be provided at the contracting stage.

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Q: Since there is some overlap between the corridors in Task 1 and the intersections in Task 2, what is the intent in terms of different teams working on overlapping/abutting locations versus having the same respondent working on overlapping locations?

A: There is no intent one way or the other and it will depend on which firms qualify for each task. Clear geographic boundaries between different respondents' responsibilities will be provided.

Q: Should there be three references overall or three references per task?

A: Minimum three references overall, but make sure that included in that list are references who can speak to all the different necessary experience for the tasks you're submitting for.

Q: The question deadline of 1/23 is close to the submittal deadline of 1/29. How soon after 1/23 will answers be provided? Might those dates be adjusted to provide more time between them?

A: The City does not expect to adjust the dates. Answers to questions will be provided as soon as feasible, with a goal of answering questions received on 1/23 with an addendum within 1-2 business days.

Q: Clarify the submittal due date one more time?

A: 2:15pm on January 29th.

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Pre-Bid Meeting 1/10/23 recording link and attendance report:

https://providencerigov-my.sharepoint.com/:v:/g/personal/aellis_providenceri_gov/EY1NkdSC6XdMg0S3GQ1YmbwBnvsOsHXW_rGGlYzn0Jowww?e=XHPq8V&nav=eyJyZWZlcnJhbEluZm8iOncicmVmZXJyYWxBcHAiOiJdHJlYW1XZWJBcHAiLCJyZWZlcnJhbFZpZXciOiJTaGFyZURpYWxvZy1MaW5rIiwicmVmZXJyYWxBcHBQbGF0Zm9ybSI6IldlYiIlnJlZmVycmFsTW9kZSI6InZpZXcifX0%3D

Attendance:

- 3x3 - Rajesh Sankat, Megan Marini, Priyanka Jain
- AECOM - Julie Oakley, Jenny Hayden
- BETA - Kevin Aguiar, Kien Ho
- Bowman - Bob Smith, Lucy Almeida, Dara Clough, Maureen Lapatin
- Environmental Partners - Frank Marinaccio
- GM2 - Joseph Giordano
- HDR - Philip Fusco, Deborah Finnigan
- Horsley Witten - Jon Ford
- Howard Stein Hudson - Steven Findlen
- Kittelson - Megan Mello, Randall Chesson
- Kleinfelder - Greg Avenia
- Nelson\Nygaard - Missy Kennedy
- Pare - Lance Hill, Amy Archer, Julia Teeter
- Stantec - Kate Fillin-Yeh, Jessa Berna, Nicole Peterson
- Team Better Block - Andrew Howard
- Toole Design - Rosie Jaswal
- VHB - Andrew Romero, Peter Pavao, Shawn Giatas, Chuck Dunham
- WSP - Andrew E. Offenber
- Unknown Firm - Brian King, Bob Wilson



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID PACKAGE SPECIFICATIONS

BACKGROUND INFORMATION

The City of Providence seeks licensed qualified vendors who are experienced in planning, engineering, and construction management for complete streets projects. The term of this blanket contract shall commence on or about January 29, 2024 and expire June 30, 2028, unless terminated or cancelled, by the City. Respondents must comply with all applicable prevailing wage requirements, when preparing and submitting proposals to the City of Providence and other municipalities within the state of Rhode Island.

The Scope will entail work related to planning and engineering for Safe Street For All projects. Task orders will be issued by the City of Providence Department of Planning and Development ("DPD"). Separate qualification lists will be selected through this solicitation for the four tasks described below:

- Task 1: Engineering Design and Consulting (\$1,300,000.00)
- Task 2: Complex Intersection & Roundabout Design (\$940,000.00)
- Task 3: Permitting (\$1,350,000.00)
- Task 4: Complete Streets Master Plan Update (\$100,000.00)

Services shall be provided by qualified respondents upon task orders following award. This solicitation does not guarantee that the City will utilize any respondent for a minimum/maximum amount of time or for a minimum/maximum dollar value over the term of the blanket contract.

The City is seeking **respondent qualifications only** that will be evaluated for placement on blanket contract. At the time of actual services needed, respondent will then provide pricing to the agency request. The City will negotiate price with the highest-scoring qualified respondent for the relevant task, beginning price negotiation with the next-highest-scoring qualified respondent if agreement cannot be reached with the highest-scoring qualified respondent. Following qualification, respondents will have the ability to review detailed scopes for task orders and to inspect locations prior to submitting quotes.

Interested respondents may choose to submit for as many tasks as they have qualifications for. If a respondent does not have expertise in a particular task, they may respond to only those tasks that the respondent has competence in.

This request for qualifications and subsequent awards does not guarantee work to any of the awarded respondents. This procurement is meant to qualify respondents for projects on an as-needed basis as they are identified, funded, and authorized. Additionally, the services described below may be procured through a separate RFQ if the need arises.