



CITY OF PROVIDENCE, RHODE ISLAND

**Department: Providence Water**

**RFP Title: Accelerated Lead Service Line Replacement Program-Contract 2.2**

**Opening Date: 04/07/2025**

**Addendum #: 1**

**Issue Date: 03/31/2025**

The purpose of this addendum is to issue the pre-bid meeting report.



## ADDENDUM NO. 1

**TO:** ALL CONTRACT DOCUMENT HOLDERS OF RECORD  
ALL PROSPECTIVE BIDDERS

**FROM:** PROVIDENCE WATER  
125 DUPONT DRIVE  
PROVIDENCE, RHODE ISLAND 02907  
PHONE: (401) 521-6300

**DATE ISSUED:** MONDAY, MARCH 31, 2025

**RE:** ACCELERATED LEAD SERVICE LINE REPLACEMENT PROGRAM –  
CONTRACT 2.2  
CONTRACT NO. 20234

**BID OPENING DATE:** MONDAY, APRIL 7, 2025 AT 2:15 PM

**BID OPENING LOCATION:** BOARD OF CONTRACT AND SUPPLY MEETING  
CITY COUNCIL CHAMBERS  
PROVIDENCE CITY HALL  
25 DORRANCE STREET  
PROVIDENCE, RHODE ISLAND 02903

**LAST WRITTEN QUESTIONS DUE:** FRIDAY, MARCH 28, 2025

---

This Addendum No. 1, including all referenced attachments, modifies, amends, and supplements designated parts of the Contract Documents to the above-referenced project and shall be part of the Contract Documents as provided in the “Instructions to Bidders” for the above-referenced project.

Acknowledge receipt of this Addendum by inserting its number and date on page 00 41 00 – 1 of the Bid Form. Failure to do so may subject the Bidder to disqualification.

The Contract Documents are hereby modified, amended, and supplemented as follows:

## **ATTACHMENTS**

The following attachments are included with this Addendum:

1. Pre-Bid Conference Meeting Report
2. Appendix L – RI Office of Diversity, Equity, and Opportunity MBE Form page 1

## **PRE-BID CONFERENCE**

1. The meeting report from the pre-bid conference held on Thursday March 20, 2025, at 2:00 PM is attached to and included with this Addendum.

## **SPECIFICATIONS**

### **1. SPECIFICATION 001000 – BOCS Terms & Requirements for Bidding:**

- A. **ADD** the following paragraph after EPA DBE Program Form Instruction paragraph on Page 16:

#### **“State of Rhode Island MBE/WBE Program Instructions**

The work of this Contract is in part funded by the State of Rhode Island DWSRF pursuant to R.I Gen. Laws § 37-14.1 et seq. and the regulations promulgated thereto, all state contracts and procurement are required to award 15% of their total dollar value to MBE/WBE certified firms as included in Appendix L. The City of Providence MBE/WBE Waiver Form does not apply to the State of Rhode Island requirement.”

### **2. SPECIFICATION 01010 – SUMMARY OF WORK:**

- A. **REMOVE** “December to March” and **REPLACE** with “December through March” in the first sentence of Paragraph 1.02.B.
- B. **REMOVE** “April to November” and **REPLACE** with “April through November” in the first sentence of Paragraph 1.02.B.

## **APPENDICES**

### **1. APPENDIX L – RI OFFICE OF DIVERSITY, EQUITY, AND OPPORTUNITY MBE FORMS**

- A. **REPLACE** Page 1 of Appendix L with Attachment 2.

**-END OF ADDENDUM NO. 1-**

# ATTACHMENT 1



## Meeting Agenda

**Project:** Accelerated Lead Service Line Replacement Program Contract 2.2      **Project No.:** 20234

**Meeting Date:** March 20, 2025 at 2:00 PM

**Subject:** Pre-Bid Conference Meeting

**Location:** Virtual Meeting via Microsoft Teams

---

Meeting is being recorded. Hold all questions until the end. Please mute yourself if not speaking to limit background noise.

*It is expressly understood by all attendees that if there are any inadvertent conflicts in this Pre-Bid Conference with the Contract Documents (Specifications and/or Drawings), that the Contract Documents and any issued Addenda shall govern.*

### 1. Introductions & Meeting Attendance

a. Owner – Providence Water (PW)

- i. Gina Palano*
- ii. Gianna Coppola*

b. Engineer – CDM Smith

- i. Megan Moody*
- ii. Eileen Sundberg*
- iii. Ben Skrabak*
- iv. Mark Filomeno*
- v. Lisa Gove*

c. Attendees – All attendees must provide name and agency/company name; please email Megan Moody, CDM Smith Project Manager, at [moodymb@cdmsmith.com](mailto:moodymb@cdmsmith.com) to confirm your meeting attendance and provide contact information.

- i. Carmel D'Artista (Ricci Drain Laying Co.)*

### 2. RIDOH

- a. Jack Sahlin*
- b. Nicole Dyer*

- c. Pam Brooks*
- d. Christina Martin*
- e. Kieth Amoroso*

### **3. Summary of Project and Work**

- a. The Work of this Project generally includes replacing lead service lines within the retail water service area of PW in the City of Providence and City of Cranston, Rhode Island.
- b. Work of this Project will include, but is not limited to, furnishing all materials, labor, equipment, tools, services, appurtenances, and incidentals required to replace lead service lines (both public and private) and to perform all required and associated surface restoration.
- c. Refer to Section 01010 – Summary of Work for a detailed description and summary of all Work of this Project.
- d. Bidders are requested to provide unit rate bid prices for replacing public side only lead service lines (water main to curb stop), public side portion of a full lead service line (water main to curb stop), private side only lead service line (curb stop to meter) and private side portion of a full lead service line (curb stop to meter), along with their qualifications to perform the Work of replacing water service lines. Minimum qualification requirements for water service line replacements and installations are specified in Section 00 21 13 – Instructions to Bidders, Article 2, Paragraph 2.2.
- e. The intent of this Project is that the Owner desires to make an award to the lowest qualified and responsible Bidder on the basis of the Base Bid plus all Supplementary Bid Items.
- f. No work shall be performed by any Contractor without first obtaining and securing proper permits from the respective jurisdiction(s) and issuing authorities. Permit costs are to be included as part of the lead service line replacement unit cost.
- g. No scheduling of replacements shall be performed by any Contractor without approvals of the noted submittals in the Preliminary Shop Drawing List in Section 01300 Paragraph 2.01.A.
- h. Uniformed Traffic Control shall be arranged and coordinated directly by the Contractor and invoices for any and all traffic control shall be submitted for direct reimbursement with no markup by Contractor under the allowance item as included Bid Item No. 1J. Determination of using Uniformed Traffic Control (Bid Item 1J) vs. Flaggers (Bid Item 1K) will be at the discretion of the Contractor unless uniformed police are required in an area by the City or State.

- i. Refer to Section 01025 – Measurement and Payment for a detailed description of the various items of the work. Lead service line replacements shall be the same price and payment for each and every lead service line replacement of that replacement item type.
- j. All Work shall be constructed in accordance with the Specifications and Construction Details in the appendices. If there are any conflicts between these technical specifications and construction details, specifically in the General Requirements of these appended documents, the Division 0 and Division 1 of these Specifications shall govern.
- k. Note, scale shown in Appendix A figures is for topographical information only, such as streets and buildings. Dots representing properties with lead service lines are not to scale and are for identifying the correct properties only. The lines represent which building and which street the service line runs between and does not show the service line alignment.

#### **4. General**

- a. City of Providence, Rhode Island; State of Rhode Island; and Federal Government Rules, Regulations, Ordinances and Provisions apply to this Contract. Refer to Section 007300 Supplementary Conditions.
- b. Questions related to the City of Providence bidding process, MBE/WBE program and requirements, and technical questions should be submitted to the respective contacts as listed in the Request For Proposals included at the beginning of the Specifications.
- c. There is a City of Providence goal of 10% Women’s Business Enterprise (WBE) and 10% Minority Business Enterprise (MBE), with an overall goal of 20% of the total bid value. A City of Providence MBE/WBE Waiver Request Form may be submitted for consideration by the City of Providence as specified in the Contract Documents. The City of Providence MBE/WBE Waiver Request Form does not apply to the State of Rhode Island MBE/WBE Program or the EPA DBE Program.
- d. There is a State or Rhode Island requirement of 15% MBE/WBE participation of the total bid value. Prior to award, the contractor must submit the MBE Utilization Plan to the Department of Administration DEDI for review and approval. Approval of the Plan is required prior to execution of the construction contract.
- e. The work of this Contract is in part funded by the Rhode Island Drinking Water State Revolving Fund (DWSRF) as administered by the Environmental Protection Agency (EPA). Bidders shall comply with all requirements of the Rhode Island DWSRF, including but not limited to American Iron and Steel (AIS), Build America Buy America (BABA), and EPA’s Disadvantaged Business Enterprise (DBE) Program of which

Providence Water and EPA has established a requirement of 10% DBE participation (no waiver request is available).

- f. The contractor is required to post the DWSRF/BIL project signs somewhere visible for public viewing. Contractor is required to post a set of labor law posters that employees see on a regular basis along with prevailing wage rates. It is the contractor's responsibility to replace the prevailing wage rates when and if they are updated during the duration of the contract.
- g. *RIDOH needs weekly payrolls for primary contractor and subcontractors. Provide federal and state statement of compliance weekly. Technical review for RIDOH approval of bid documents is under way. Any edits will be released via addendum.*
- h. Bidders must be affiliated with a state or federal registered apprenticeship program as specified in Appendix O of the Contract Documents. A minimum of 15% of total labor hours performed by the contractor shall be completed by apprentices registered in the state or federal registered apprenticeship program.
- i. Bidders must meet the qualification requirements specified in the Instructions to Bidders, Article 2, Paragraph 2.2 for water service line replacements and installations. The minimum requirement is 1,000 lead service line replacements involving the private side of the line in the past 10 years. Bidders must submit qualifications information to demonstrate compliance using the forms provided in Section 00 45 13 – Bidder's Qualifications.
- j. Bids should be submitted in accordance with the City of Providence Request For Proposals included at the beginning of the Specifications and Section 00 21 13 – Instructions to Bidders.
- k. Bidders will be required to provide specified insurance certificates and performance and payment bonds for execution of the construction contract.
- l. All Applications for Payment shall be prepared and submitted by Contractors as specified in Section 01026 and shall be submitted monthly.
- m. Adequate workforce including subcontractors shall be provided to complete the work within the Contract schedule while maintaining minimum monthly quota of 80 completed service replacements per month during winter months (December through March) and 100 completed service replacements during summer months (April through November starting in the third month from the Executed Date of Agreement or Notice to Proceed Date, whichever is earlier).
- n. Refer to Section 01014 Construction Sequence and Schedule Requirements. No City of Providence Department of Public Works controlled roads can be opened after

November 15<sup>th</sup> or before April 15<sup>th</sup>. Road work is permitted during winter months in Cranston as long as temporary road restoration requirements are followed. Private-only replacements can be performed in both the City of Providence and the City of Cranston during the winter months. Private-side only replacements can only be performed IF hot patch is available and is to be scheduled by the Contractor with open plants. Hot patch is to be used for temporary sidewalk restoration with final concrete restoration to be completed in the spring.

- o. Item 2E Short Segment Private Side Only Lead Service Line Replacements covers replacements where there is only a short segment of lead pipe (up to 30 inches in length) on the private side at the curb stop.
- p. Partial replacements will be permitted after contractor outreach is complete and approved by Providence Water in writing. Providence Water must approve the partial replacement in writing before the replacement begins.
- q. Work cannot be started on a property that requires a private-side replacement without obtaining a Right of Entry and Release form for Lead Service Line Replacement. Contractor shall collect the ROE forms and load them to leadCAST per Section 01014. Construction Sequence and Schedule Requirements are as follows:
  - i. Contractor shall complete all outreach efforts as required per Section 01170 no later than two (2) months before the end of the Contract.
  - ii. Owner outreach can continue up to two (2) months before the end of the Contract.
  - iii. Contractor shall complete all replacements no later than one (1) month before the end of the Contract to allow time for final sidewalk restoration in accordance with the minimum required settlement durations in Section 01170.
    - 1. The majority of final paving for replacements involving street cuts will be included in a separate contract and not performed under this contract.
  - iv. Of the total replacements noted in Section 00 11 16, a total of 15 replacements of Item 1B, 10 replacements of Item 2A, and 15 replacements of Item 2B (for a potential maximum of 25 separate locations) will be locations directed by the Owner to be completed within 48 hours regardless of weekends and holidays. These are considered "emergency replacements" and will be within the Providence Water Distribution System. These locations may or may not be listed in Appendix A of the Contract Documents.

- r. In accordance with Section 01170, Paragraph 1.18 Contractors shall make four (4) documented attempts to obtain a signed ROE from homeowners and log attempts in leadCAST. The four (4) attempts shall be on different dates and times and using different media. A minimum of three (3) of the attempts must be door-to-door. A maximum of one (1) of the attempts can be a phone call or email. The Contractor shall leave notification each time with a phone number for the Customer to contact them. If after four attempts, the ROE is not completed, the Contractor shall inform the Owner and Engineer in writing of the address, Customer name and the documented four (4) failed attempts including date, time and media.
- s. All RFIs and submittals will be tracked electronically, and the Contractor will be required to submit them through Kahua. All submittals are detailed in Section 01300.
- t. All data will be tracked electronically, and the Contractor will be required to record information on a daily basis in leadCAST. The fields required to be recorded are listed in Section 01720 Paragraph 1.03.
- u. Two licenses will be provided for Kahua to the Contractor per Section 01300. Any additional licenses can be purchased by the Contractor.
- v. Pre-construction photos shall be provided for each property to document existing conditions per Section 01322. Post-construction photos shall be provided for each property and are required per Section 01322 to provide final visual evidence and a final record of final restoration.
- w. Contractors shall provide pitcher filter installation instructions, filter use and flushing instructions, health effects flyers, and sample offer flyers per Section 02663.
- x. Contractor to obtain all necessary permits for proper execution of the project per Section 01170 Paragraph 1.07. The required permits per service are as follows:
  - i. Water Service Application
  - ii. Traffic Engineering Permit
  - iii. Road Opening (municipal and state) Permit
  - iv. Sidewalk Opening Permit
  - v. Street Closure Permit
  - vi. Plumbing Permit

- y. Record documents shall consist of pre- and post-construction photos, completed PWSB water service applications, electronic data per Section 01720.
- z. Prior to performing a replacement involving the private side (curb to meter), the Contractor shall have a quality inspection performed by a competent person properly trained to check if the existing water pipe is being used for grounding and test for current per Section 02663. Install a temporary bonding jumper in parallel to the existing service line, firmly attached with approved grounding clamps on either side of the service line. Temporary grounding will be removed once the replacement is complete.
- aa. RPZs are required as defined by The State of Rhode Island Plumbing Code and Providence Water's Cross Connection Control Program. Refer to Specification 15410 Paragraph 2.08. Per Specification 01025 for Bid Items 3A and 3B, all commercial properties require an RPZ to be included in the base bid item. If the contractor encounters an existing RPZ on a commercial property, then it should remain as existing. If there is no RPZ at the commercial property, it should be installed and billed against Bid Item 3C. The contractor should consult with their licensed plumber to determine when an RPZ is needed for a mixed use or residential property. If an RPZ is found to be needed for a mixed use or residential property but does not exist, it should be installed and billed against Bid Item 2D.
- bb. Pitcher filters (with replacement cartridges, as needed) suitable for a minimum 6-month duration, along with instructions for use shall be furnished and delivered by the Contractor at the quantity needed to supply one pitcher filter to each unit in a property following replacement. Contractor as specified shall store pitcher filters in a suitable location and furnish at the time of replacement property. Contractor record delivery of pitcher filters (with replacement cartridges, as needed).
- cc. Contractor is responsible for providing to the Owner four (4) iPads (with data plans) for the RPRs to use on site and additional iPads (1 per crew to Contractor staff) to document photos in leadCAST on a daily basis.

## **5. Anticipated Schedule**

- a. April 2, 2025 – Last addendum issued.
- b. April 7, 2025 – Bid opening at 2:15 PM at Board of Contract and Supply Meeting, City Council Chambers, 3<sup>rd</sup> Floor, Providence City Hall, 25 Dorrance Street, Providence, Rhode Island.
- c. By July 6, 2025 (within 90 days of bid opening) – Anticipated award and execution of contract(s).

- d. Contract time/duration is 212 calendar days from Executed Date of Agreement OR Notice to Proceed, whichever is earlier.

## **6. General Discussion and Questions**

*Reminder: Only questions answered by formal written Addenda are binding in accordance with the Section 00 21 13 – Instructions to Bidders of the Specifications. Oral and other clarifications or interpretations (including questions and verbal answers at this pre-bid conference meeting) are without legal effect. Questions received at this pre-bid conference meeting will be answered in a meeting report issued by formal written Addenda. In accordance with Section 00 21 13 – Instructions to Bidders, Article 5, all questions shall be submitted in writing at least ten days before the date set for the bid opening to: Megan Moody, CDM Smith Project Manager, [moodymb@cdmsmith.com](mailto:moodymb@cdmsmith.com). Bidders are encouraged to submit any questions asked at the pre-bid conference meeting in writing to confirm that they are received. Bidders are solely responsible for verifying that their questions are received.*

- 1. Question: Did you say state DBE requirement is 15%*

*Answer: State of Rhode Island requirement is 15% MBE/WBE. The City of Providence waiver does not apply. The intention is 7.5% MBE and 7.5% WBE participation. Demonstrate good faith efforts to DEDI office for their consideration of a waiver if requirement is not met. Reach out to DEDI about if waiver would cover specific scenarios.*

# ATTACHMENT 2



**Department of Administration**  
**Division of Equity, Diversity & Inclusion (DEDI)**  
**One Capitol Hill, 3rd Floor**  
**Providence, RI 02908**

www.dedi.ri.gov  
 mbe.compliance@doa.ri.gov  
 (401) 574-8606 - RI Relay 711

## **MINORITY BUSINESS ENTERPRISE (MBE) UTILIZATION PLAN**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Project Location: \_\_\_\_\_

Bid or Project #: \_\_\_\_\_ Date of Tentative Selection Letter: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Total Contract \$: \_\_\_\_\_ MBE Utilization %: \_\_\_\_\_

Total # of **All** Subcontractors/Suppliers used: \_\_\_\_\_ # of MBE Subcontractors/Suppliers used: \_\_\_\_\_

### **List All Subcontractors/Suppliers/Consultants/Independent Contractors**

<b>Subcontractor / Supplier</b>	<b>Dollar Award</b>	<b>Scope/Description of Work</b>	<b>RI Certified MBE/WBE? Yes/No</b>

Pursuant to R.I. Gen. Laws § 37-14.1 et seq. and the regulations promulgated thereto, all state contracts and procurements are required to award 15% of their total dollar value to MBE/WBE certified firms. As part of this requirement, prime vendors are subject to monthly MBE project reporting. MBE/WBE firms must be certified by the Division of Equity, Diversity & Inclusion (DEDI), Minority Business Enterprise Compliance Office to receive credit. MBE/WBE firms must perform 100% of the work, or subcontract to another RI certified MBE/WBE firm to receive participation credit. \*Please note: MBE/WBE suppliers receive 60% participation credit. MBE/WBE brokers receive participation credit for the fees and commissions charged for the procurement of goods and materials, but not for the cost of the goods and materials themselves. For assistance identifying MBE/WBE firms, please refer to the MBE/WBE directory at: [www.dedi.ri.gov/directory](http://www.dedi.ri.gov/directory)

The above referenced contract will not be released until this MBE Utilization Plan has been approved by the MBE Compliance Office.

If you have any questions and would like to contact the MBE Compliance Office directly, you can call 401-574-8606 or email [mbe.compliance@doa.ri.gov](mailto:mbe.compliance@doa.ri.gov)

Signature of Authorized Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**Email Completed Form and Tentative  
 Award Letter to  
 MBE.Compliance@doa.ri.gov**