



City of Pawtucket, RI

***** Addendum #1 *****

RFQ # 25-003

Design Services – City Hall Relocation

September 6, 2024

The attention of bidders submitting proposals for the above-referenced project is called to the following Addendum to the Request for Proposals indicated above. The items set forth herein, whether of omission, addition, substitution or other change, are all to be included in, and form a part of the proposed Contract Documents for the work.

Inclusion of this Addendum must be acknowledged in the spaces provided in the document entitled “Request for Qualifications RFQ #25-003 – Design Services – City Hall Relocation.” Failure to acknowledge any and all addenda in the above specified bid form may be cause for rejection of the bids by the Owner on the grounds that it is not responsive.

This Addendum consists of 2 pages and 1 attachment, sign in sheet

ADDENDUM ITEMS

1. SIGN-IN SHEET

ITEM 1-1: Sign-In Sheet from Pre-Bid Conference held on August 24, 2024 is attached hereto.

2. Answers to questions received (answers in bold)

1. *What is the project budget?* **We do not have a final project budget as of now and will be discussing this with the chosen team during the negotiation phase. It is the City’s intent to reuse as much of the existing furniture & resources in the existing Freight Street building as possible but will also rely on the expertise and recommendations of the chosen design firm.**
2. *Is a complete renovation of the parking lot and site part of this project?* **A complete renovation of the parking lot is not anticipated, but there could be some smaller tasks for a landscape architect based on the recommendations received.**

3. *Can the contents of the qualification statement listed in Section 4.2 be included in any order or should they follow the order listed?* **Section 4.2 is a recommendation for the qualifications and can be presented in the best/easiest way the vendor chooses.**
4. *When the building was previously renovated, did any historic requirements apply (being in close proximity to the Royal Weaving Mill)?* **The building was just recently purchased, any historic requirements are unknown at this time.**
5. *Will a court room and council chambers be part of the relocated building program?* **Yes, a municipal court and council chambers will be part of the relocation project, including most of, if not all of the current services/departments at the current City Hall building.**
6. *Is there someone in particular the proposals should be addressed to other than "purchasing office"? How many copies of the proposal are required to be submitted?* **Please address the qualification package to Peter Wingate, Purchasing Director.**
7. *We understand that Pawtucket has very strict MBE participation requirements. Please tell us if these requirements are applicable to the two projects listed in the RFPs. Usually, the minority participation is included in the scoring criteria for the proposal evaluations. The DBE/MBE goal is 10%*
8. *We noted that the RFQ asked for the existing building to be upgraded for the current wind loads, but there is no mention of seismic loads or snow loads. Our structural engineer is requesting clarification. Are you anticipating that these upgrades will be needed?* **These services are unknown and depend on the proposed upgrades of the existing building during the design phase.**
9. *Was a study of the existing building completed?* **No, there was no study completed.**
10. *The RFQ lists the services of a structural engineer. What scope of work do you anticipate for this discipline?* **These services are unknown and depend on the proposed upgrades of the existing building during the design phase.**
11. *Can you provide an approximate square footage for the current city hall offices and clarify which ones are to be relocated?* **City Hall is approximately 40,000 SF**
12. *What is the project timeline?* **Due to the condition of the existing City Hall building, we would like to fast track the design drawings and construction phase of the project.**
13. *Is there a list of state vendors the City uses for FF&E?* **There is no preferred list for FF&E vendors.**

Eric Hammerschlag

Eric Hammerschlag
City Engineer



CITY OF PAWTUCKET
City Hall Relocation Design Services
RFQ 25-003
Pre-Bid Meeting: Monday, August 26, 2024 @ 9 a.m.
Location: 100 Freight Street, Pawtucket, RI 02860



SIGN-IN SHEET

Please Print Clearly

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