

# RESOLUTION OF THE CITY COUNCIL

No. 135

Approved March 30, 2023

RESOLVED, That the Members of the Providence City Council  
hereby Authorize Approval of the following Change Order Contract Award by the  
Board of Contract and Supply, in accordance with Section 21-26(b)(4).

Studio Meja Architecture, LLC DBA Signal Works  
(Public Property)

\$142,500.00

IN CITY COUNCIL  
MAR 16 2023  
READ AND PASSED

  
RACHEL M. MILLER, PRESIDENT  
  
CLERK

I HEREBY APPROVE.

  
Mayor

Date: 3/20/23



OFFICE OF THE INTERNAL AUDITOR  
*City of Providence*

February 7, 2023

Ms. Tina Mastroianni  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Tina:

I am writing to request that the following requested contract awards be submitted to the City Council and the Finance Committee for approval:

○ **Public Property:**

- Amendment and clarification of the award with **O & G Industries, Inc** for Design Builder (D-B) for Spaziano Annex Elementary School in an amount of \$4,728,020.00 to **\$41,276,020.00** in accordance with the Code of Ordinances, Section 21-26 (b) (1) and (4);
- Amendment and clarification of the award with **Ahlborg Construction Co.** for Design Builder (D-B) for the D'Abate Elementary School in the amount of \$3,165,014.00 to **\$19,327,000.00** in accordance with the Code of Ordinances, Section 21-26 (b) (1) and (4);
- Amendment to the award with **Bacon Construction Co** for Design builder (D-B) for the Narducci Learning Center in the amount of **\$5,821,583.00** for a total amount of **\$31,821,583.00** in accordance with the Code of Ordinances, Section 21-26 (b) (4);
- Change order with **Studio Meja Architecture LLC DBA Signal Works** "for architectural services related to the Fire Station Women's Bathroom project" in an amount of **\$62,500** for final design and administration for a revised contract amount of **\$142,500.00** in accordance with the Code of Ordinances, Section 21-26 (b) (4).

Sincerely,

A handwritten signature in black ink, appearing to read "Gina M. Costa", written over a horizontal line.

Gina M. Costa  
Internal Auditor

Cc: Jonathon Martin, Acting Director of Public Property  
Alejandro Tirado, Director of Purchasing  
James J. Lombardi, III, City Treasurer

Brett P. Smiley  
Mayor



Jonathan Martin  
Director of Public Property

January 19, 2023

The Honorable Brett P. Smiley  
Chairman, Board of Contract and Supply  
City Hall  
25 Dorrance Street  
Providence, RI 02903

RE: **Change Order to Piggyback the State of Rhode Island MPA #494 Architectural Services with Sutdio Meja Architecture LLC DBA Signal Works.**

ID Number: 39745

Original Award Date: 05/23/2022

Original ID Number: 36496

Minority Participation: 0% MBE, 0%WBE

Account Code(s):

1. PPBA 2020; CIP 2.41

\$62,500.00

Dear Mayor Smiley,

The department of Public Property respectfully requests **change order #1** to Piggyback the State of Rhode Island MPA #494 Architectural Services with Sutdio Meja Architecture LLC DBA Signal Workwith Signal Works for architectural services related to the Fire Station Women’s Bathroom project in the amount of \$62,500.00 for final design and administration for a revised contract amount of \$142,500.00.

Original Contract Amount:	\$ 80,000.00
Change Order #1	\$ 62,500.00
<b>Final Contract Amount</b>	<b>\$ 142,500.00</b>

(Sheet with additional change orders is ☐ or is **not** ☒ attached)

This change order covers additional costs for finalizing design plans of the women’s restrooms to be added to five Providence Fire Stations, production of final construction drawings, and construction administration during the duration of the project.

1. Funds in the amount of \$62,500.00 are available in account PPBA 2020; CIP 2.41.

Signal Works Architecture  
11 Aleppo Street  
Providence, RI 02909

Respectfully Submitted,

  
Amanda Pontarelli, Deputy Director

\_\_\_\_\_  
Financial Approval:

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: May 23, 2022

TO: Purchasing Director

SUBJECT: **APPROVAL TO PIGGYBACK THE STATE OF RHODE ISLAND  
MPA #494A ARCHITECTURAL SERVICES, WITH STUDIO  
MEJA ARCHITECTURE LLC DBA SIGNAL WORKS -  
DEPARTMENT OF PUBLIC PROPERTY**

CONSIDERED BY: Board of Contract and Supply

DISPOSITION: VOTED: that the Purchasing Director Approval to Piggyback the State of Rhode Island MPA #494A Architectural Services, with Studio Meja Architecture LLC dba Signal Works, for Architectural and Engineering Services related to the Fire Stations Women's Bathroom Renovation Project, for a total contract amount not to exceed Eighty Thousand Dollars (\$80,000.00) in Fiscal Year 2022 and into Fiscal Year 2023, all in accordance with the request Demo Roberts, Director, in communication dated May 9, 2022.

cc: Pur.Dir.  
Contr  
PP  
File

*Fm*

*Jina L. Mastroianni*  
Acting City Clerk



11 Aleppo Street  
Providence RI 02909

Letter of Agreement- Addendum

January 13, 2023

This is an addendum to the June 3, 2022 “Letter of Agreement” for the Project Location and Client noted below. All terms and conditions convey.

Architect’s Scope Narrative

SWA and their consultants will provide Design Development, Construction Documentation, and Construction Administrative Services for the renovation work at (5) five firehouse stations as identified in the feasibility study conducted as Phase I of the project (attached as Exhibit A to this addendum).

Project Location:	Client:
Providence, Rhode Island Reservoir Avenue Station House Messer Street Station House Brook Street Station House Allens Avenue Station House Mount Pleasant Avenue Station House	City of Providence, Public Property 25 Dorrance Street – Providence, RI

Additional SCOPE

Phase	Deliverable	Included	Notes
1. Discovery	A. Client Discovery	-	
	B. Existing Conditions Plans	-	
	C. Building Assessment	-	
2. Strategy	A. Concept Diagrams	-	
	B. Hardline Options	-	
	C. Final Schematic	-	
	D. Delivery Strategy	-	
3a. Design Development	A. Project Management - DD	YES	Client & Team Alignment
	B. Preliminary Regulatory Reviews	-	
	C. Major Drawing Development	YES	Drawing Set Development
	D. Building Systems Definition	YES	First Round of Team Coordination
	E. Typical Details	YES	General Details Capturing Scope
	F. Finish Types	YES	Initial Finishes Engagement w/ Client
3b. Construction Documents	A. Project Management - CD	YES	Review DD Cost Estimate & Feedback
	B. Annotated Drawings	YES	Full Plan Annotations
	C. Final Building Systems	YES	Final Team Coordination
	D. Full Design Details	YES	Initial QA / QC Effort
	E. Final Specifications	YES	3-Part Project Manual
	F. Drawing Coordination	YES	Final QA/QC Process
	A. Permitting	YES	Pre-Bid Support Efforts



<b>4.</b> <b>Construction</b>	B. Final Pricing	YES	Response to Bidding RFIs
	C. Field Review	YES	Weekly OAC Attendance
	D. Office Admin	YES	RFI & Submittal Responses
	E. Project Closeout	YES	Punch Lists & 128-Form

**Qualifications / Assumptions / Exclusions:**

- Scope of drawing & renovation work is limited to the (5) five firehouse stations represented in the Schematic Design Package which was finalized on 12/09/2022. Any additional scope, within these (5) five firehouse stations can be added as an additional service via addendum.
- The agreed-upon approach is to issue a single set of unified drawings (and project manual) which will capture the scope for all (5) five renovation areas and that is how this fee proposal has been structured. If there becomes a need to separate the drawings in a way so that the renovation areas can be bid or permitted separately, this can be added via additional service via addendum.
- Third-Party Cost Estimates will be provided at the following points during design:
  - 100% Design Development: Authorization to Proceed from the Client will be required prior to beginning Construction Documentation.
  - 80% Construction Documents: Authorization to Proceed from the client will be required prior to providing 100% construction documents suitable for bidding.
- A formal schedule of milestones will be issued at the onset of Design Development phase, this roadmap will be updated through the project and should be considered a working document unless otherwise noted.
- Construction Administration scope/fee assumes the following, if the time expended exceeds the below in timeframe and/or scope, an addendum can be issued for additional services to cover the additional scope of work required by design team.
  - Construction Schedule is assumed to be 8-weeks per firehouse, totaling 40-weeks of construction
  - SWA Attendance at OAC Meetings will be biweekly (twice per month) = 20 OAC Meetings
  - Architectural Field Report will be provided monthly (10 total), MEP+FP field reports to be provided as required per the progression of the work.
  - Change Order Reviews are carried for the duration of the aforementioned construction schedule.
  - Pay Requisition Reviews are carried for the duration of the aforementioned construction schedule
- Due to the existing conditions of the (5) facilities, it is recommended that the owner carry a considerable contingency/allowance for unforeseen conditions. The proposed fee from the design team takes into account that there will be conditions exposed that require design intervention. The owner will be notified at regular intervals as this portion of the fee is being utilized. Should the unforeseen conditions be the cause of change orders exceeding 10% of the construction contract value, SWA reserves the right to submit a request for additional services to address these conditions.

**Additional FEE**

This is the effort needed for our experienced team of architects to make this project happen.

Phase	Hourly	Fixed Fee	Percent
1. Discovery			
2. Strategy			



3a. Design Development		\$34,000	31%
3b. Construction Documents		\$37,750	35%
4. Construction		\$37,500	34%
<b>Fixed Fee Total</b>		<b>\$109,250</b>	<b>100%</b>

**Overall Design Fee Summary for Project**

Feasibility Study Cost – Already Spent	\$33,250
Detail Design/Drawings/Construction Admin Cost	\$109,250
<b>Total Design Costs</b>	<b>\$142,500</b>
<i>Previously Awarded</i>	<i>\$80,000</i>
<b>Additional Funding Required</b>	<b>\$62,500</b>

This is provided by the following disciplines:

Discipline	Percent
Architecture	43%
M/E/P Engineer	49%
Cost Estimator	8%

**Agreement**

I sincerely hope this proposal meets your current needs for this project.  
If you have any questions or special requests, please don't hesitate to contact me.

Client \_\_\_\_\_ Date \_\_\_\_\_

Architect \_\_\_\_\_ Date \_\_\_\_\_  
Eric Army, AIA  
CEO & Founder

*Please note that effective January 1, 2023, SWA has updated their hourly fee schedule and is provided below for reference:*

Role	Rate
Principal	\$160
Director	\$135
Project Manager	\$125
Sr. Designer / Jr. Proj. Mgr.	\$110
Designer	\$100
Jr. Designer	\$90