

# RESOLUTION OF THE CITY COUNCIL

No. 240



Approved May 6, 2025

RESOLVED, That the Members of the Providence City Council hereby Authorize Approval of the following Change Order #1 Contract Award by the Board of Contract and Supply, in accordance with Section 21-26(b)(4) of the Code of Ordinances.

Toole Design Group, LLC  
(Department of Planning & Development)

\$210,366.58

IN CITY COUNCIL  
MAY 01 2025  
READ AND PASSED

  
RACHEL M. MILLER, PRESIDENT  
  
CLERK

I HEREBY APPROVE.

  
\_\_\_\_\_  
Mayor

Date: 5/6/25



OFFICE OF THE INTERNAL AUDITOR  
*City of Providence*

March 4, 2025

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 award be submitted to the City Council and the Finance Committee for approval:

- **Department of Planning and Development**
  - Request of a Change Order #1 to Planning, Engineering and Design Services for Safe Streets Projects with **Toole Design Group, LLC** in the amount of **\$210,366.58** in accordance with the Code of Ordinances, Section 21-26 (b) (4);
  - Approval to pay **Federal Hill Commerce Association \$750,000** "to update decorative lighting along Atwells Avenue" in accordance with the Code of Ordinances, Section 21-26 (b) (1) and (2);
- **Department of Public Works**
  - Approval to pay **Safety Markings, LLC** for outstanding invoices related to Citywide pavement markings in the amount of **\$100,996.53** in accordance with the Code of Ordinances, Section 21-26 (b) (2);
  - Approval to exercise option year 1 for Providence Citywide Pavement Markings with **K5 Corporation and Safety Markings LLC not to exceed \$200,000** in accordance with the Code of Ordinances, Section 21-26 (b)(5);
- **Department of People and Culture**
  - Award to **Caremark PCS Health, LLC**, low bidder, the amount of **\$73,200,000** for "Prescription Drug RX Marketing" (3-Year Contract with Two 2-Year Options for Renewal) in accordance with Code of Ordinances, Section 21-26 (b)(1);

- Award to **Metropolitan Life Insurance Company, low bidder** for Vison Insurance (3 Year Contract with Two 2-Year Options for Renewal) the amount of **\$437,595** in accordance with Code of Ordinances, Section 21-26 (b);
- Award to **Blue Cross & Blue Shield of RI (London Health Administrators)**, second lowest bidder, for Flexible Spending Account (FSA) Marketing (3 Year Contract with Two 2-Year Options for Renewal) the amount of **\$36,396** in accordance with Code of Ordinances, Section 21-26 (b);
- Award to **Delta Dental of Rhode Island**, second lowest bidder, for Dental Insurance the amount of **\$16,606,722** (3-Year Contract with Two 2-Year Options for Renewal) in accordance with Code of Ordinances, Section 21-26 (b) (1);
- Award to **Blue Cross & Blue Shield of Rhode Island**, low bidder, for Medical Insurance in the amount of **\$364,533,525** (3-Year Contract with Two 2-Year Options for Renewal) in accordance with Code of Ordinances, Section 21-26 (b) (1);
- Award to **Blue Cross & Blue Shield of Rhode Island (London Health Administrators)**, highest bidder, for HRA Marketing RFP in the amount of **\$226,125** (3-Year Contract with Two 2-Year Options for Renewal) in accordance with Code of Ordinances, Section 21-26 (b) (1);
- Award to **Metropolitan Life Insurance Company** for “Basic Life/AD &D Supplemental Life Insurance Marketing in the amount of **\$243,783** (3-Year Contract with Two 2-Year Options for Renewal) in accordance with Code of Ordinances, Section 21-26 (b) (1);

Sincerely,



Gina M. Costa  
Internal Auditor

Cc: John Arzoomanian, Department of Public Property  
Alejandro Tirado, Director of Purchasing  
Joseph I. Mulligan, III, Director of Planning and Development  
Patricia A. Coyne-Fague, Esa, Director of Public Works  
Shomari Husband, City Treasurer  
Paul Winspeare, Chief People Officer



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

2/19/25

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

RE: Requesting a Change order to Planning, Engineering, and Design Services for Safe Streets Projects (4.5 Year Contract), Task Order 101 with Toole Design Group, LLC

ID Number: 48545

Original Award Date: 3/14/24

Original ID Number: 43591

Minority Participation: 0 % MBE, 0 %WBE

Account Code(s): Enter (list of) account code(s)

1. 390-0045-25

Dear Mayor Smiley,

The Department of Planning and Development respectfully requests Change Order #1 to Planning, Engineering, and Design Services for Safe Streets Projects (4.5 Year Contract), Task order 101 with Toole Design Group, LLC in the amount of \$210,366.58 for survey of underground utilities on S Water Street for a revised contract amount of \$1,004,038.58.

Original Contract Amount:	\$ 793,672.00
Change Order #1	\$ 210,366.58
Change Order #2 (if applicable)	\$
Change Order #3 (if applicable)	\$
<b>Final Contract Amount</b>	<b>\$ 1,004,038.58</b>

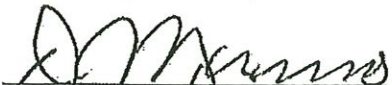
(Sheet with additional change orders is  or is not  attached)

This change order is to authorize a subcontractor to complete survey of underground utilities and drainage for the S Water St bike lane project. This work would typically be included in the upcoming final design contract, but is being requested now to expedite the design project to allow for a faster design and construction schedule. These funds were expected to be contracted in the future final design phase of the project and is not requesting any new funds or replacing any other project. The entirety of the Safe Streets and Roads for All grant projects are using a total of \$6.8M local CIP funds to leverage \$27M in Federal USDOT funds.

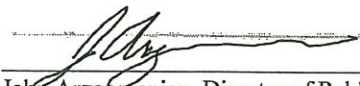
Funds in the amount of \$210,366.58 are available in account 390-0045-25.

Toole Design Group, LLC  
8484 Georgia Avenue, Suite 800,  
Silver Spring, MD 20910

Respectfully Submitted,

  
\_\_\_\_\_  
Joseph I. Mulligan III,  
Director of Planning and Development

Financial Approval:

  
\_\_\_\_\_  
John Arzobmanian, Director of Public Property

DEPARTMENT OF PLANNING & DEVELOPMENT

JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
PHONE 401.680.8400 | WWW.PROVIDENCERI.GOV/PLANNING



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

**Exhibit D – Supplemental Task Order 101**  
**Preliminary Design for Urban Trail Segments**

The following describes Supplemental Task 101 to the Agreement Between Providence Public Buildings Authority and Engineer for Planning, Engineering, And Design Services for Safe Streets Projects – 4.5 Year Contract (effective as of June 11<sup>th</sup>, 2024) between Toole Design Group, LLC, (“Engineer”) located at 8484 Georgia Avenue, Suite 800, Silver Spring, MD 20910, and the Providence Public Buildings Authority and Providence Department of Planning and Development located at 50 South Main Street, Providence, Rhode Island 02903.

**Description of Services**

The following scope outline is for preliminary design of the following urban trail segments:

1. Broadway (Greene Street to Valley Street) – 1.2 miles
2. Greene Street/Fountain Street (Broadway to Biltmore Park) – 0.33 miles
3. Salvati Way (Waldo Street to Anthony Avenue) – 0.31 miles
4. South Water Street (Dyer Street to Wickenden Street) – 0.47 miles

Work under this task order includes preparation of preliminary design plans for each urban trail segment, as well as support for public engagement activities to gather input for the projects, and coordination with environmental permitting efforts. It is understood that the expansion of the urban trail network will primarily consist of two-way, street-level separated facilities with hardened buffer treatments. In some areas, a sidewalk-level facility may be considered to address constraints or to reduce conflicts. Opportunities for green infrastructure and/or landscaped islands will also be incorporated where feasible.

**Schedule**

Project work will be completed according to the attached schedule. The preliminary design phase of all four segments will be completed within 12 months of contract execution, however the development of design plans for each segment may be staggered.

**Basis of Payment**

Payment will be made monthly in accordance with direct costs incurred and hours completed by Subtask. Payment will follow the attached cost proposal under the outlined hourly rates by staff title, not to exceed the task order total of **\$793,672.00**. Consultant will submit an hourly breakdown with each monthly invoice and include all subcontractor costs and utilization on City MBE/WBE forms.

## Scope of Work

### Subtask 1: Project Management

#### Subtask 1.1: General Project and Program Management

Ongoing program management and coordination with the City of Providence and consultant design team. Includes an allotment of not-to-exceed time dedicated to project management items not otherwise covered by other projects tasks and subtasks.

#### Subtask 1.2: Project Kick Off Meetings

Upon beginning design of each urban trail segment, Consultant will facilitate one (1) virtual project kick-off meeting with City of Providence staff that will provide direction to ensure the scope of work, deliverables, and input needed from the City to keep the project on schedule and on budget are clear to the project team. Consultant will prepare a meeting agenda and summary notes. The kick-off meeting will be combined with other task orders under this contract as feasible, with staff attending as needed for coordination.

#### Subtask 1.3: Biweekly Coordination Meetings

Consultant will work alongside the City of Providence to identify City staff to coordinate with on a biweekly basis for the entirety of this project for direction of design tasks. Consultant will prepare meeting agendas and summary notes. These check-in meetings will serve to coordinate on all active segment designs. Biweekly meetings will be combined with other task orders under this contract as feasible, with staff attending as needed for coordination.

#### Subtask 1.4: Monthly Invoicing and Progress Reports

Consultant will invoice the City on a monthly basis and will provide a written progress report summarizing work performed as a part of the monthly invoice amount. Consultant will work with the City of Providence to ensure that all invoicing is provided in the desired format and in accordance with reporting requirements.

#### Subtask 1 Deliverables

- Monthly invoicing and progress reports
- Project kick-off meeting materials
- Biweekly meetings, agendas, and summary notes

#### Subtask 1 Assumptions

- Up to 12 months of monthly invoicing and biweekly coordination meetings

### Subtask 2 Conceptual Design Development

Consultant will, in conjunction with City of Providence staff, lead development and evaluation of project alternatives. The City will select a preferred alternative upon conclusion of this task which will move forward to plan production tasks.

### Subtask 2.1: Preliminary Project Area Analysis

Consultant will evaluate the project area to identify areas of concern and opportunity. Up to two (2) days of site visits by two (2) staff persons will be conducted to understand existing conditions and note any potential design constraints, including roadway widths, horizontal and vertical alignment, roadside clearance, adequacy of signing and pavement markings, pavement conditions, and intersection operations including pedestrian and bicycle operating conditions.

### Subtask 2.2: Data Collection and Analysis

Consultant will coordinate the collection of traffic counts at major intersections if required to assess existing operations and opportunities for adjustments to accommodate trail crossings. Up to ten (10) locations total across all four urban trail segments are assumed within the scope, including software analysis of up to two (2) options per location to test proposed signal timing/phasing modifications. Available crash data will be reviewed to note any potential crash trends that could be addressed through the design. Count data will be supplemented by traffic data software and will also be used to calibrate data for each segment. Consultant will present planned locations and timing for traffic counts to City for approval.

### Subtask 2.3 Alternatives Identification and Evaluation

Consultant will identify up to three (3) reasonable alternatives for each urban trail segment, including typical cross section dimensions, proposed buffer materials, bicycle facility treatment type, and opportunities for green infrastructure. High-level annotated maps and cross section graphics depicting the alternatives will be developed for use in public engagement activities. The alternatives will be evaluated based on public input, safety, traffic operations, multimodal connectivity, utility conflicts, parking impacts, order of magnitude costs, and environmental considerations. The conceptual alternatives phase will be documented within a memo, including the selection of a preferred alternative that will be carried forward for conceptual plan development.

### Subtask 2.4 Conceptual Plan Development

Consultant will prepare one (1) conceptual design in CAD for each corridor segment based on the preferred alternative selected in Task 2.3. Draft concept plans will be provided to the City in both roll plan and sheet format for comments and one (1) round of revisions will be applied to finalize each concept plan.

### Subtask 2 Deliverables

- Base maps for site visit (per segment)
- Up to ten (10) intersection traffic counts and two (2) traffic software signal analyses for each (total)
- Up to three (3) concept typical section graphics and annotated aerial map with considerations (per segment)
- Conceptual Alternatives memo (1 review draft and 1 final) (per segment)
- Conceptual Design Package (1 review draft and 1 final) (per segment)

### Subtask 2 Assumptions

- Existing data such as crash history, GIS information, and signal plans will be available for review

## **DEPARTMENT OF PLANNING & DEVELOPMENT**

JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
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- Consultant and City will select one traffic software to be used for analysis of intersection options.
- No additional meetings will be needed outside of biweekly coordination meetings.
- City will provide one (1) round of consolidated comments including comments from other departments as required for incorporation into the Conceptual Alternatives memo and roll plan.

### Subtask 3 Preliminary Design Development

Consultant will progress the preferred concept design from layout to design plan set. The ultimate result of this task is a set of plans at a 30% design level for review by the City of Providence and any other applicable agencies. The 30% plan set is intended to provide a higher-level design to provide feedback on the general direction of the project design and environmental impacts of the design (such as construction disturbance limits, environmental documentation, and property/traffic access impacts).

#### Subtask 3.1: Topographic and ROW Survey

Consultant or subconsultant will complete topographic survey for the South Water Street, Greene/Fountain Street and Broadway corridors. Consultant will conduct field visits to verify the survey information and collect any additional information that is not reflected. Up to two (2) field visits by up to two (2) staff members per segment are assumed.

#### Subtask 3.2: Utility & Abutter Coordination

Consultant will inform applicable utility companies of project activities and of the potential need to relocate facilities within the project area. Up to three (3) meetings with affected abutters or agencies per segment are also assumed within this task.

#### Subtask 3.3 Preliminary Design Plans & Cost Opinion

Consultant will develop a preliminary design package for each urban trail segment, which will depict information to define the type, size, location, and material of the proposed improvements. Each package will consist of the following sheets (as appropriate):

- Title sheet
- General Notes and Legend Sheets
- Construction Baseline Plan
- Construction Plans
- Curb Tie Plan
- Signing and Marking Plans
- Traffic Signal Plans
- Drainage and Utility Plans
- Preliminary Landscape Design Plans
- Construction Details
- Traffic Management and Control Plans

Consultant will develop a preliminary opinion of probable cost for each urban trail segment. Internal quality control reviews will be completed in accordance with Consultant QA/QC policies.

### Subtask 3.4 Environmental & Permitting Coordination

Consultant will support the City's parallel efforts to develop NEPA documentation for the urban trail projects. Design information will be shared as required with the City's environmental consultant. Attendance at up to three (3) environmental coordination meetings is assumed. Consultant will prepare materials for up to one (1) preliminary permitting submission to RIDOT for any potential work across RIDOT owned bridges.

### Subtask 3 Deliverables

- Topographic survey for three corridors
- Up to two (2) field visits (per segment)
- Up to three (3) stakeholder/abutter meetings and notes (per segment)
- Up to three (3) environmental coordination meetings (total)
- Preliminary submission materials for bridge crossing permits.
- Preliminary Design package and cost opinion (per segment)

### Subtask 3 Assumptions

- Topographic survey will be conducted for surface elements only between back of sidewalks and 50-ft down intersecting streets.
- Significant upgrades to existing drainage infrastructure beyond connecting to existing systems not anticipated.
- Sidewalk level facilities are assumed for up to 0.5 miles
- Up to twelve (12) landscaped islands are assumed, with bioretention areas to be located/sized based on available greenspace area and drainage areas.
- City will provide one (1) round of consolidated comments including comments from other departments as required for incorporation into the final design plans.
- City will lead permitting submissions to RIDOT as required.

## Subtask 4: Community Engagement

Consultant will support the City's public engagement efforts in communities adjacent to the urban trail segments to ensure that residents are informed about the project and have the opportunity to provide input.

### Subtask 4.1 Street Teams

Consultant or subcontractor(s) will work with the City to provide Street Teams to conduct project outreach in each of the affected neighborhoods. Consultant will provide graphics for Street Team deployments using existing project graphics when feasible. Street Teams may set up stations along the segments or attend established community events to help spread the word and gather feedback. Up to five (5) street team events per neighborhood are anticipated.

### Subtask 4.2 Public Meetings

Consultant will support the City for two (2) rounds of public meetings by providing conceptual design graphics and attending meetings coordinated by the City. These meetings will be combined with those for other task orders under this contract to the extent feasible:

**DEPARTMENT OF PLANNING & DEVELOPMENT**

- Fall 2024: Attendance at up to three (3) public meetings to solicit input on existing conditions and gather feedback on initial design options
- Spring 2025: Attendance at up to three (3) public meetings to share proposed concept plans and gather feedback prior to detailed design phase.

Conceptual plans will also be shared with Providence's Green and Complete Streets Advisory Council (GCSC) for comment.

#### Subtask 4 Deliverables

- Support for up to two (2) street team events (per segment)
- Graphic support and attendance at up to six (6) public meetings (total in combination with other task orders under this contract)

#### Subtask 4 Assumptions

- City will lead the recruitment and training of Street Teams
- City will lead the public engagement process coordination and material development

## Counterparts

This Task Order may be signed in counter parts.

## Signatures

IN WITNESS WHEREOF, the Parties hereto have made, executed and agreed to this Agreement as the day and year first written above:

PROVIDENCE PUBLIC BUILDING  
AUTHORITY

By:  \_\_\_\_\_

Name (Printed): Ronald A. Crosson II

Title: Chairman

Date: 7/24/24

CITY OF PROVIDENCE DEPARTMENT OF  
PLANNING AND DEVELOPMENT

By: \_\_\_\_\_

Name (Printed): Joseph I. Mulligan, III

Title: Director of Planning and Development

Date: \_\_\_\_\_

TOOLE DESIGN GROUP, LLC

By: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Signatures

IN WITNESS WHEREOF, the Parties hereto have made, executed and agreed to this Agreement as the day and year first written above:

PROVIDENCE PUBLIC BUILDING  
AUTHORITY

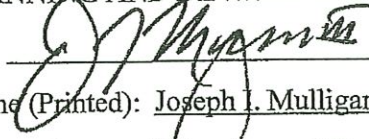
By: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF PROVIDENCE DEPARTMENT OF  
PLANNING AND DEVELOPMENT

By:  \_\_\_\_\_

Name (Printed): Joseph I. Mulligan, III

Title: Director of Planning and Development

Date: 7/24/24

TOOLE DESIGN GROUP, LLC

By: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Signatures

IN WITNESS WHEREOF, the Parties hereto have made, executed and agreed to this Agreement as the day and year first written above:

PROVIDENCE PUBLIC BUILDING  
AUTHORITY

By: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF PROVIDENCE DEPARTMENT OF  
PLANNING AND DEVELOPMENT

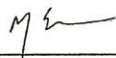
By: \_\_\_\_\_

Name (Printed): Joseph I. Mulligan, III

Title: Director of Planning and Development

Date: \_\_\_\_\_

TOOLE DESIGN GROUP, LLC

By: 

Name (Printed): Roswell Eldridge

Title: Executive Vice President/COO

Date: 07/23/2024

**DEPARTMENT OF PLANNING & DEVELOPMENT**

JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
PHONE: 401.680.8400 | WWW.PROVIDENCERI.GOV/PLANNING

## Attachments

- Engineer's Schedule
- Engineer's Cost Proposal and Schedule of Rates
- Engineer's MBE/WBE Submission

**DEPARTMENT OF PLANNING & DEVELOPMENT**

JOSEPH A. DOORLEY JR, MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
PHONE 401.680.8400 | [WWW.PROVIDENCERI.GOV/PLANNING](http://WWW.PROVIDENCERI.GOV/PLANNING)

July 22, 2024

Department of Planning and Development  
444 Westminster Street, Providence, RI 02903

**RE: Providence SS4A – Task Order 101 Cost Proposal (rev1)**

Dear Mr. Cullings:

**Toole Design Group** is pleased to submit our revised cost proposal for Task Order 101 – Preliminary Design for Urban Trail Segments. Our general approach to allocating funds was to identify the staff member categories best suited for completing a task given their skill set and experience, and then estimate of the necessary level of effort for that task while being as cost effective as possible.

**NOTES:**

- Overhead ICR rate: 178%
- Profit: 15%
- Rates based on anticipated performance period 07/2024-07/2025
- Staff may change classification and rate during the term of the contract
- Staff rates increase annually

**ASSUMPTIONS:**

- Blended rates were used based on applicable staff classifications for each project role, however staff rates will be billed according to their actual classification at the time of billing
- Revised level of effort reflects the following assumptions:
  - Option evaluation will not be required for Greene Street/Fountain Street and Salvati Way (Subtask 2.3) as their preferred alignment/configuration is known.
  - The buffer treatment standard that is determined for the Broadway corridor will be applied to the remaining urban trail segments (where applicable), reducing the need for additional coordination, material sourcing, and development of details.

If you have any questions or would like to discuss further, please do not hesitate to contact Jason DeGray by phone or email at 617.619.9910 x 217 or [jdegray@tooledesign.com](mailto:jdegray@tooledesign.com).

Thank you for your consideration.

Sincerely,



Jennifer L. Toole, AICP, ASLA President

**Attachment:**

Cost Proposal  
Staff Rate Table  
MWBE Forms  
Subcontractor Proposals

# COST PROPOSAL

PROJECT ROLE	PIC	Contract/ Project Manager	QA/QC Lead	Senior Engineer	Project Engineer	Engineer	Senior Traffic Engineer	Traffic Engineer	Senior Landscape Architect	Landscape Architect	Planner	TASK HOURS TOTAL:	COST PER TASK:	
RATE	\$304.00	\$222.00	\$304.00	\$231.00	\$187.00	\$136.00	\$240.00	\$136.00	\$234.00	\$124.00	\$142.00			
RATE CATEGORIES	Eng. Lead III	Senior Engineer	Eng. Lead III	Eng. Lead I, Senior Engineer	Project Engineer II, Project Engineer	Engineer III, Engineer II, Engineer	Engineering Lead I	Engineer III, Engineer II, Engineer	Land. Arch. Lead	Designer II	Planner II			
<b>1. PROJECT MANAGEMENT</b>														
Subtotal hours	12	76	0	8	4	0	4	0	8	0	8	120		
Subtotal Costs	\$3,648	\$16,872	\$0	\$1,848	\$748	\$0	\$960	\$0	\$1,872	\$0	\$1,136		\$27,084	
<b>2. CONCEPTUAL DESIGN</b>														
Subtotal hours	4	60	22	44	120	212	30	112	16	52	0	672		
Subtotal Costs	\$1,216	\$13,320	\$6,688	\$10,164	\$22,440	\$28,832	\$7,200	\$15,232	\$3,744	\$6,448	\$0		\$115,284	
<b>3. PRELIMINARY DESIGN</b>														
Subtotal hours	14	133	56	236	457	924	24	60	34	80	0	1918		
Subtotal Costs	\$4,256	\$29,526	\$17,024	\$54,516	\$85,459	\$112,064	\$5,760	\$8,160	\$7,956	\$9,920	\$0		\$334,641	
<b>4. COMMUNITY ENGAGEMENT</b>														
Subtotal hours	4	56	0	8	40	80	0	0	0	12	40	240		
Subtotal Costs	\$1,216	\$12,432	\$0	\$1,848	\$7,480	\$10,880	\$0	\$0	\$0	\$1,488	\$5,680		\$41,024	
Subtotal (Hours)	34	325	78	296	621	1116	58	172	58	144	48			
Subtotal (Cost)	\$10,336	\$72,150	\$23,712	\$68,376	\$116,127	\$151,776	\$13,920	\$23,392	\$13,572	\$17,856	\$6,816		\$518,033	
													Direct Expenses (Travel, Printing)	\$2,500
													Direct Expenses (Street Teams)	\$15,460
													Direct Expenses (survey)	\$148,268
													Direct Expenses (Replica Subscription)	\$28,500
													Direct Expenses (Traffic Counts)	\$8,759
													TASK ORDER SUBTOTAL:	\$721,520
													CONTINGENCY (10%):	\$72,152
													TASK ORDER TOTAL:	\$793,672

Notes: Blended rates used for estimation purposes, staff rates to be billed according to actual titles at time of billing

# RATE TABLE

<b>CATEGORY</b>	<b>HOURLY RATE</b>
Engineering Lead III	\$304.00
Engineering Lead I	\$240.00
Senior Engineer	\$222.00
Project Engineer II	\$194.00
Project Engineer	\$180.00
Engineer III	\$156.00
Engineer II	\$134.00
Engineer	\$118.00
Landscape Architect Lead	\$234.00
Designer II	\$124.00
Planning Lead II	\$236.00
Project Planner II	\$182.00
GIS Specialist	\$152.00
Planner II	\$142.00
Planner	\$114.00
Graphic Designer	\$96.00

Overhead ICR: 178%

Profit: 15%

Rates increase annually

Staff may change Category during task performance

# ATTACHMENT – PROPOSED SCHEDULE

# SCHEDULE

Task	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
<b>PROJECT MANAGEMENT</b>													
Project Mangement	[Light Green Bar]												
Coordination Meeitngs	●	●	●	●	●	●	●	●	●	●	●	●	●
<b>DESIGN DEVELOPMENT</b>													
South Water Street	[Light Green Bar]												
Broadway	[Light Green Bar]												
Greene Street / Fountain Street	[Light Green Bar]												
Salvati Way	[Light Green Bar]												
<b>PUBLIC ENGAGEMENT SUPPORT</b>													
Street Teams	[Light Green Bar]												
Public Meetings	[Light Green Bar]												

- Concept Design
- Preliminary Design

# ATTACHMENT – MWBE FORMS

MBE/WBE PARTICIPATION AFFIDAVIT

Item Description (as seen on RFP): Preliminary design for urban trail segments

Prime Bidder: Toole Design Group, LLC
Prime Bidder (Company) Phone Number: 617.619.9910
Prime Bidder (Company) Zip Code: 02111

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island? [ ] MBE [ ] WBE [X] Neither MBE nor WBE

By initialing the following sections and signing the bottom of this document in my capacity as the contractor or an authorized representative of contractor, I make this Affidavit:

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 et seq. of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value.
The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value.
The goal for combined MBE/WBE participation is 20% of the total bid value.

I acknowledge the City of Providence's goals of supporting MBE/WBE certified businesses. Initial NJ

If awarded the contract, I understand that my company must submit to the Minority and Women's Business Coordinator at the City of Providence (MBE/WBE Office), copies of all executed agreements with the subcontractor(s) being utilized to achieve the participation goals and other requirements of the RI General Laws. I understand that these documents must be submitted prior to the issuance of a notice to proceed. Initial NJ

I understand that, if awarded the contract, my firm must submit to the MBE/WBE Office canceled checks and reports required by the MBE/WBE Office on a quarterly basis verifying payments to the subcontractors(s) utilized on the contract. Initial NJ

If I am awarded this contract and find that I am unable to utilize the subcontractor(s) identified in my Statement of Intent, I understand that I must substitute another certified MBE and WBE firm(s) to meet the participation goals. I understand that I may not make a substitution until I have obtained the written approval of the MBE/WBE Office. Initial NJ

If awarded this contract, I understand that authorized representatives of the City of Providence may examine the books, records and files of my firm from time to time, to the extent that such material is relevant to a determination of whether my firm is complying with the City's MBE/WBE participation requirements. Initial NJ

I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

[Signature]
Signature of Bidder

Nicholas Jackson
Printed Name

Toole Design Group, LLC
Company Name

7/15/2024
Date

**SUBCONTRACTOR DISCLOSURE FORM**

Fill out this form only if you WILL SUBCONTRACT with other parties. If you will not subcontract any portion of the proposed bid, do not fill out this form.

Prime Bidder: Toole Design Group, LLC Primary NAICS Code: 541690, 541611, 541614, 541615


Item Description (as seen on RFP):  
Preliminary design for urban trail segments

Please list all Subcontractors below. Include the total dollar value that you propose to share with each subcontractor and the dollar amount to be subcontracted. Please check off MBE and WBE where applicable. The directory of all state-certified MBE/WBE firms is located at [www.mbe.ri.gov](http://www.mbe.ri.gov). Business NAICS codes can be found at <https://www.naics.com/search/>

Proposed Subcontractor	MBE	WBE	Primary NAICS Code	Date of Mobilization	\$ Value of Subcontract
Replica, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	541511	07/22/24	\$ 28,500
WBNA	<input type="checkbox"/>	<input type="checkbox"/>	Non-profit	07/22/24	\$ 15,460
Green International Affiliates, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	541370	07/22/24	\$ 148,268
Precision Data Industries, LLC	<input type="checkbox"/>	<input type="checkbox"/>	541990	07/22/24	\$ 8,759
	<input type="checkbox"/>	<input type="checkbox"/>			\$
	<input type="checkbox"/>	<input type="checkbox"/>			\$
<b>A. MBE SUBCONTRACTED AMOUNT:</b>					\$ _
<b>B. WBE SUBCONTRACTED AMOUNT:</b>					\$ _
<b>C. NON MBE WBE SUBCONTRACTED AMOUNT:</b>					\$ 200,987
<b>D. DOLLAR AMOUNT OF WORK DONE BY THE PRIME CONTRACTOR:</b>					\$ 518,033
<b>E. TOTAL AMOUNT OF BID (SUM OF A, B, C &amp; D):</b>					\$ 719,020
<b>F. PERCENTAGE OF BID SUBCONTRACTED TO MBEs AND WBEs. (Add A and B. Divide by E and multiply by 100).</b>					0 %

Please read and initial the following statement acknowledging you understand.

If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F) and the prime contractor is NOT a Rhode Island State-certified MBE or WBE, you must fill out the MBE/WBE WAIVER REQUEST FORM for consideration by City of Providence MBE/WBE Outreach Director. Initial NJ

  
 \_\_\_\_\_  
 Signature of Prime Contractor

Nicholas Jackson  
 \_\_\_\_\_  
 Printed Name

7/15/2024  
 \_\_\_\_\_  
 Date Signed

### MBE/WBE WAIVER REQUEST FORM

Fill out this form only if you are using subcontractors and did not meet the 20% MBE/WBE participation goal. MBE or WBE Prime Bidders that are certified by the State of Rhode Island are NOT REQUIRED to fill out this form.

Submit this form to the City of Providence MBE/WBE Outreach Director, Grace Diaz, at [mbe-wbe@providenceri.gov](mailto:mbe-wbe@providenceri.gov) for review prior to bid submission.

This waiver applies only to the current bid which you are submitting to the City of Providence and does not apply to other bids your company may submit for in the future.

Prime Bidder: Toole Design Group, LLC  
 Company Trade: Multimodal design and engineering  
 Item Description (as seen on RFP):  
Preliminary design for urban trail segments

To receive a waiver, you must list the certified MBE and/or WBE companies you contacted, the name of the primary individual with whom you interacted, and the reason the MBE/WBE company could not participate on this project.

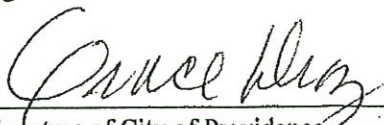
MBE/WBE Company Name	Individual's Name	Company Trade	Why did you choose not to work with this company?
n/a			Scale and complexity of project requires higher capacities

I acknowledge the City of Providence's goal of a combined MBE/WBE participation is 20% of the total bid value. I am requesting a waiver of 20 % MBE/WBE (20% minus the value of Box F on the Subcontractor Disclosure Form). If an opportunity is identified to subcontract any task associated with the fulfillment of this contract, a good faith effort will be made to select MBE/WBE certified businesses as partners.

  
 \_\_\_\_\_  
 Signature of Prime Contractor

Toole Design Group, LLC  
 \_\_\_\_\_  
 Printed Name

7/15/2024  
 \_\_\_\_\_  
 Date Signed

  
 \_\_\_\_\_  
 Signature of City of Providence  
 MBE/WBE Outreach Director

GRACE DIAZ  
 \_\_\_\_\_  
 Printed Name of City of Providence  
 MBE/WBE Outreach Director

7/18/24  
 \_\_\_\_\_  
 Date Signed

# ATTACHMENT – SUBCONTACTOR PROPOSALS

Project Manager	Survey Manage / Project Engineer	Staff Engineer	Engineer Tech	
\$ 205.00	\$ 175.00	\$ 145.00	\$ 118.00	<= 2024 Hourly Rates

Task 101: Full Survey of Corridor										Expenses					
No.	Description					Labor Cost	Travel / Parking	Deed Research	Police Detail	Police Detail	Misc. / Sub.	Total Expense Cost	Total Cost		
TASK 101.0	Topographic Survey														
Task 101.1	Horizontal and Vertical Control	2	24	40	96	162	\$21,738.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00			
Task 101.2	Topographic Survey	8	80	96	256	440	\$59,768.00	\$750.00	\$0.00	\$4,400.00	\$0.00	\$0.00			
Task 101.3	Wetland Delineation	2	24	4	16	46	\$7,078.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00			
Task 101.4	Boundary Research & Survey	4	32	40	128	204	\$27,324.00	\$400.00	\$300.00	\$0.00	\$0.00	\$0.00			
Task 101.5	Boundary Determination	2	80	80	0	162	\$26,010.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
<b>Total Task 101</b>		<b>18</b>	<b>240</b>	<b>260</b>	<b>496</b>	<b>1,014</b>	<b>\$141,918.00</b>	<b>\$1,650.00</b>	<b>\$300.00</b>	<b>\$4,400.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,350.00</b>	<b>\$148,268.00</b>	

**Notes:**

- 1- Task 101 includes survey for
  - o Broadway (Greene Street to Valley Street) – 1.2 miles
  - o Fountain Street (Greene Street to Fountain Street) – 0.28 miles
  - o South Water Street (Dyer Street to Wickenden Street) – 0.47 miles
- 2- No wetlands on Broadway and Greene
- 3- Field survey covers area between back of sidewalks on both sides and extends 50 feet on either side of intersecting streets – (Roundings and 1 or 2 Shots past tangents)
- 4- Estimate excludes utility research and survey (no inverts)
- 5- Utility mapping is not included
- 6- No field survey within State Highways (I-95, Route 6 & 10) and Railroads
- 7- No field or bathymetric surveys within water ways
- 8- Right-of-way will be determined based on field survey of existing boundary markers and plans of record.
- 9- Title research is excluded
- 10- Adjoining Property lines will be based on assessors or other available information and should be considered approximate. If a more accurate determination of the property lines at specific locations where right-of-way action may be needed, it can be provided as an additional service if the need arises.
- 11- Preparation of Traffic Control Plan for Field Survey is excluded.

# REPLICA

## 2024 Pricing Guide for The City Providence

May 3, 2024

**Prepared for:** Rosie Jaswal, Senior Engineer  
Toole Design  
Email: [rjaswal@tooledesign.com](mailto:rjaswal@tooledesign.com)

**Prepared by:** Amy Lopez  
Senior Director Regional Growth  
Replica  
Email: [alopez@replicahq.com](mailto:alopez@replicahq.com)  
Mobile: 585-233-3683



# Subscription Usage

The following is included in your subscription to the platform:

<b>Access</b>	Within 1 Business Day
<b>User Licenses</b>	Unlimited Users at the City of Providence and its Consultants
<b>Data Downloads</b>	Unlimited Data Downloads
<b>Account Team</b>	Dedicated Account Executive, Data Analyst, Customer Success Manager, & Solutions Architect
<b>Support</b>	<ul style="list-style-type: none"> <li>• In-App Chat with Product Specialists</li> <li>• Phone Support</li> <li>• Email Support</li> <li>• Help Center, including FAQs</li> <li>• Methodology Documentation</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Product Tours</li> <li>• Video Tutorials</li> <li>• Weekly Newsletters</li> <li>• Biweekly Onboarding Sessions</li> <li>• Monthly Technical Webinars</li> </ul>
<b>Services</b>	<ul style="list-style-type: none"> <li>• Organization-specific events, including Custom Onboarding and Deep Dive sessions</li> <li>• Biweekly syncs with Customer Success Manager</li> <li>• Monthly Utility Reports</li> <li>• Quarterly Executive Reviews</li> </ul>
<b>Datasets</b>	<ul style="list-style-type: none"> <li>• Mobility</li> <li>• Spend</li> <li>• Land Use</li> <li>• Sociodemographics</li> <li>• AADT</li> <li>• Turning Movement Counts</li> <li>• Historical Speeds</li> <li>• BEV</li> </ul>
<b>Annual Cost</b>	\$28,500







Noel Sanchez  
President

Alozie Nwosu  
Vice President

Courtney Reardon  
Vice President

Adam Millard  
Secretary

Brian Oakley  
Treasurer

**Board**

Annie Brida  
Nic Canning  
Kaitlynn Castillo  
Sussy Deleon  
Shelby Doggett  
Eugenio Fernandez  
Sam Jaksa  
Stephanie Larrieux  
Leigh Ann Razza  
Joe Roch

**Staff:**

Siobhan Callahan  
Rod Mortier  
Katie Lehart

July 9, 2024

Rosie Jaswal  
Senior Engineer  
Toole Design  
Boston, MA

Dear Rosie,

Please accept this letter as an official quote for WBNA's participation in the community outreach being planned through the city's Safe Streets for All program. To administer this project, WBNA would kindly like to request a fee of \$10,000. An additional \$5,460 would be required for us to hire and deploy Street Teams to carry out the community outreach for a total of \$15,460.

Thank you for including us in this important work!

Sincerely,

Siobhan Callahan  
Executive Director


# 00BOS.00297.01 Exhibit D Supplemental Task Order 101

Final Audit Report

2024-07-23

Created:	2024-07-23
By:	Noren Hartman (nhartman@tooledesign.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAeWIL5ga_pTIsZuxCYD9RmQM8sxoI2KBC

## "00BOS.00297.01 Exhibit D Supplemental Task Order 101" History

-  Document created by Noren Hartman (nhartman@tooledesign.com)  
2024-07-23 - 8:00:10 PM GMT
-  Document emailed to RJ Eldridge (reldridge@tooledesign.com) for signature  
2024-07-23 - 8:10:02 PM GMT
-  Email viewed by RJ Eldridge (reldridge@tooledesign.com)  
2024-07-23 - 8:12:18 PM GMT
-  Document e-signed by RJ Eldridge (reldridge@tooledesign.com)  
Signature Date: 2024-07-23 - 8:13:18 PM GMT - Time Source: server
-  Agreement completed.  
2024-07-23 - 8:13:18 PM GMT



141 TREMONT STREET  
9<sup>TH</sup> FLOOR  
BOSTON, MA 02111

617.619.9910  
TOOLEDESIGN.COM

February 13, 2025

Ian Cullings  
Department of Planning and Development  
444 Westminster Street, Providence, RI 02903

**RE: Providence SS4A Task Order 101 – Amendment 1**

Dear Mr. Cullings,

As requested, Toole Design has prepared an amendment to Task Order 101, Preliminary Design for Urban Trail Segments to proceed with the underground utility survey of the South Water Street corridor. Please see below and attached proposal from Green International. This amendment will allow for the preliminary design of the South Water Street corridor to be more complete and ensure all potential constraints are identified prior to final design.

Toole Design will coordinate the with Green International to ensure all necessary utility information is obtained and incorporated into the survey/ design plans as needed. Please see table below for a summary of Toole Design's hours for this task:

<b>Project Role</b>	<b>Project Manager</b>	<b>Senior Engineer</b>	<b>Project Engineer</b>	<b>Total</b>
<b>Rate</b>	<b>\$222</b>	<b>\$231</b>	<b>\$187</b>	
<b>1. Project Management</b>	10			10
	\$2,220			\$2,220
<b>3. Preliminary Design</b>	4	12	24	40
	\$888	\$2,772	\$4,488	\$8,148
<b>Total Hours</b>	<b>14</b>	<b>12</b>	<b>24</b>	<b>50</b>
<b>Total Cost</b>	<b>\$3,108</b>	<b>\$2,772</b>	<b>\$4,488</b>	<b>\$10,368</b>

Please see table below for a summary of the current contract values, Amendment 1 values, and resulting contract totals including Amendment 1.

	Original Contract	Amendment 1	Contract Total
Total Limiting Fee	\$518,033	\$10,368	\$528,401
Direct Expenses	\$203,487	\$199,998.58	\$403,485.58
Contingency (10%)	\$72,152	-	\$72,152
Contract Upset Limit	\$793,672	\$210,366.58	\$1,004,038.58

We look forward to continuing work with you on this important project.

Sincerely,



Jason DeGray | Director of Operations, Northeast Region

**TOOLE DESIGN**

141 Tremont Street, 9<sup>th</sup> Floor, Boston, MA 02111  
[jdegray@tooledesign.com](mailto:jdegray@tooledesign.com) | 617.619.9910 x217



February 12, 2025

Rosie Jaswal, P.E.  
Senior Engineer  
Toole Design  
2 Oliver Street - Suite 305  
Boston, MA 02109

Subject: Providence Rhode Island -  
Safe Streets Projects South  
Water Street

Dear Ms. Jaswal,

Pursuant to your request, we are pleased to submit our scope of work to provide additional field survey and base mapping services for South Water Street in Providence.

It is our understanding that this scope of work and cost estimate includes additional field survey and base mapping services, and Subsurface Utility Engineering (SUE) quality Level B services by KCI Technologies (KCI), a subconsultant, to support the final design. See attachment A for KCI's proposal. Based on the items listed on your scope request sent to us via email on December 20, 2024, we developed the following key assumptions:

- 1) Project control can be recovered and intact.
- 2) Field survey and QL-B is for approximately 12,575 liner feet along South Water Street.
- 3) QL A services, if needed, will be provided under a separate proposal.
- 4) All permits required to complete the work will be completed and paid for by others.
- 5) Preparation of Traffic Control Plan for Field Survey is excluded.

## Scope of Services

### Task No. 1 Additional Field Survey

We will perform additional utility survey services to support the design. The additional services include extending the survey 300' along South Water Street to the intersection with Memorial BLVD conducting Quality Level B to determine the location of all utilities and field surveys to locate those utilities. Level B involves field tracing (no excavation) of the utility lines using existing surface features such as gates, drops, and vents.

#### 1.1 Horizontal and Vertical control

We will recover and extend our horizontal and vertical control previously established. Horizontal survey control will be based upon Rhode Island State Plane Coordinates REF FRAME: NAD\_83

Rosie Jaswal, P.E.  
February 12, 2025

(2011) (EPOCH:2010.0000) established during initial project scope of services. Vertical survey control will be based upon the North American Vertical Datum (NAVD) 1988.

### **1.2 Subsurface Utility Engineering (SUE) QLB Services**

We will coordinate with KCI to perform subsurface investigations for buried utilities that will be used to locate utilities (as shown in Figures provided by Toole 1) throughout the project corridor\* as follows:

- 1) South Water Street- starting at the intersection of Memorial Boulevard and traveling approximately 300' x 5 utilities = 1,500'
- 2) South Water Street- starting near Packet Street and ending approximately 100' east of Power Street – a total of 500' x 5 utilities = 2,500'
- 3) Additionally including 100' from the intersection of South Water Street for each of Packet Street, Planet Street and Power Street – 100' x 3 streets = 300' x 5 utilities = 1,500'
- 4) South Water Street- between Power Street and James Street- 2 areas (approximately 150' and 75') a total of 225' x 5 utilities = 1,125'
- 5) South Water Street- James Street to Dollar Street- approximately 650' x 6 utilities = 3,900'.
- 6) Additionally, approximately 100' each on James Street and Dollar Street- 200' x 5 utilities = 1,000'.
- 7) South Water Street- south side only between Dollar Street and Point Street/Wickenden Street- approximately 350' x 3 utilities = 1,050'.

\*Based on designating up to approximately 12,575 linear feet of existing utilities.

KCI will provide QL-B services within the expected and defined project limits. This level will entail a comprehensive investigation and horizontal placement of requested underground utilities (conductive and non-conductive) using multiple pieces of geophysical equipment. KCI will designate and provide ground surface paint and flag demarcations indicating the approximate horizontal location of underground utilities utilizing APWA standards.

### **1.3 Field Survey and Mapping**

We will conduct an additional field survey for a section of South Main Street and Memorial BLVD to locate utilities markings by KCI performed under task 1.2 above. The field survey data will be reduced and used to plot underground utilities. The existing conditions base map will be prepared in AutoCAD Civil 3D 2023.

### **1.4 Boundary Research & Survey**

We will conduct additional research and perform a Class I Limited Boundary Survey in accordance with 435-RICR- 00-00-1.9 Procedural and Technical Standards of the Rules and Regulations adopted by the Rhode Island State Board of Registration for Professional Land

Rosie Jaswal, P.E.  
February 12, 2025

Surveyors on (25 November 2015) for the additional section of South Water Street up to the intersection with Memorial BLVD.

**Exclusions:**

The following items are not included in this proposal:

1. Abutter notification and permission to access private property.
2. Cleaning and CCTV of existing drainage and sewer structures.

**Fee**

Our cost to perform the services described above is \$199,998.58. Please see attached fee estimate.

**Schedule:**

We will start the work within 5 weeks of receiving an official NTP letter and complete the survey and submit an updated base plan within 12 weeks of completing the field work.

Should you have any questions regarding this request, please do not hesitate to contact me.

Very Truly Yours,

***Green International Affiliates, Inc.***

*Adel Shahin*

Adel Shahin, P.E., PMP  
Senior Vice President

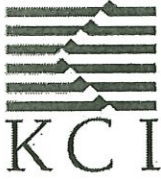
y:\shared\engineering\projects\2024\24066\scope\sue qlb quote for south water street\green proposal for qlb for south water st providence\_ver0.docx



Engineer's Man-Hour Estimate  
and Fee Schedule

City of Providence Safe Streets

No.	Description	Project Manager \$ 210.00	Survey Manager / Project Engineer \$ 180.00	Staff Engineer \$ 150.00	Engineer Tech \$ 125.00	≤ 2025 Hourly Rates	Expenses								
							Travel / Parking	Police Detail	KCI	Total Expense Cost	Total Cost				
TASK 1.0	Topographic Field Survey														
Task 1.1	Horizontal and Vertical Control	1	8		32	41	\$5,650.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00			
Task 1.2	Subsurface Utility Engineering (SUE) QLB Services	1	8	6	0	15	\$2,550.00	\$100.00	\$13,200.00	\$148,578.58	\$0.00	\$148,578.58			
Task 1.3	Field Survey and Mapping	4	24	40	64	132	\$19,160.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00			
Task 1.4	Boundary Research & Survey	2	28	16	16	62	\$9,860.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00			
	<b>Total Task 1</b>	<b>8</b>	<b>68</b>	<b>62</b>	<b>112</b>	<b>250</b>	<b>\$37,220.00</b>	<b>\$1,000.00</b>	<b>\$13,200.00</b>	<b>\$148,578.58</b>	<b>\$0.00</b>	<b>\$162,778.58</b>			<b>\$199,998.58</b>



ISO 9001:2015 CERTIFIED

ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS

264 South River Road, Suite 516 • Bedford, NH 03110 • Phone 315-870-0952

**Green International Affiliates, Inc.  
South Water Street, Providence, RI  
Subsurface Utility Engineering  
Technical Proposal  
January 3, 2025**

**GENERAL PROJECT DESCRIPTION**

KCI Technologies, Inc. (KCI) in cooperation with Green International Affiliates, Inc., herein referred to as the "Client", will perform Subsurface Utility Engineering services for the South Water Street, Providence, Rhode Island. Project.

This Proposal is limited exclusively to the Services as described below and anything not expressly described shall be considered expressly excluded from the Services. Any modifications to the Services made after execution of this Proposal will be Additional Services unless otherwise agreed to in writing by both parties.

**PROJECT MANAGEMENT/ADMINISTRATION**

This task consists of general administration assignment, supervision of employees and preparation of monthly progress reports and invoices to be submitted to the Client.

**SUBSURFACE UTILITY ENGINEERING (SUE) SERVICES**

***Industry Standard of Care*** – All aspects of the subsurface utility engineering performed on this project will be in accordance with ASCE Standard 38 "Standard Guideline for Investigating and Documenting Existing Utilities" and industry standards as of the date of the Notice to Proceed.

**Coordination with Project Design Team** – KCI assumes their project manager will attend up to (2) virtual meetings (assumed approximately 1 meeting per week).

**Records Review** – KCI will perform a review of client-provided utility records within the requested project limits (See attached "KCI Project Limits-S Water Street"). KCI will utilize any records received to distribute to their field technician to assist in utility feature identification along with preparation of the designating information for mapping.

**Coordination with Utility (Owners) Companies** – KCI will attend meetings with utilities as necessary to discuss their facilities during the designating task. Assume up to (2) field meetings during utility designation field work. KCI anticipates the client will provide contact names and information of all utility owners of record prior to commencement of work.

**Coordination with Client** – KCI will contact the Client prior to commencement of SUE Services as necessary to notify and coordinate the work.

**Quality Level B (Designating)** – “Designating” means to indicate the presence and horizontal location of underground utilities using geophysical prospecting techniques, including electromagnetic methods. KCI will provide QL-B services within the expected and defined project limits (See attached “KCI Project Limits-S Water Street.pdf”). This level will entail a comprehensive investigation and horizontal placement of requested underground utilities (conductive and non-conductive) using multiple pieces of geophysical equipment. KCI will designate and provide ground surface paint and flag demarcations indicating the approximate horizontal location of underground utilities utilizing APWA standards.

#### Conductive Utility Designating

“Conductive” utility designation can be defined as the horizontal positioning of any utility capable of carrying an electromagnetic signal. KCI utilizes electromagnetic technologies and methods to ensure that the conductive utilities within the project limits that have been identified.

#### Non-Conductive Utility Designating

Non-conductive utility designation utilizes multiple geophysical methods in an attempt to determine the horizontal positioning of a non-conductive utility without tracer wire. This includes but is not limited to Ground Penetrating Radar (GPR).

When utilizing GPR the overall quality and vertical penetration is entirely dependent on the composition of subsurface materials. KCI will deploy a utility locating grade GPR unit to the project site along a random axis at random intervals to the existing roadway ROW. The goal of the GPR effort is to determine if consistent and significant anomalies are found in a linear pattern to justify further investigation as an undocumented utility. This method is not intended to be relied upon as a utility location but rather an indication that further vertical verification investigations utilizing vacuum excavation are required.

Additionally, where accessible, for non-toneable utilities with open access points KCI may attempt to delineate those utilities by inserting a traceable fiberglass duct rodder, provided there are accessible and visible structures and then hooking up the electromagnetic equipment to trace out its location. Should KCI be required to delineate a disproportionate (*greater than 2.5% of the overall utility designation, approx. 315 lf*) amount of utilities utilizing this method, it will require a change in fee due to a change in the anticipated amount of effort.

## SCOPE OF WORK

This proposal is based on designating up to approximately **12,575 linear feet** of existing utilities. For the purposes of this proposal, designating will be limited to the following area (See attached “KCI Project Limits-S Water Street.pdf”):

*Anticipated limit of project limit areas are as follows:*

#### **Breakdown of Anticipated QL-B Marking Areas**

- ***S Water Street- starting at the intersection of Memorial Boulevard and traveling approximately 300 lf x 5 utilities = 1,500 lf***
- ***S Water Street- starting near Packet Street and ending approximately 100 lf east of Power Street – a total of 500 lf x 5 utilities = 2,500 lf***

- **Additionally including 100 lf from the intersection of S Water Street for each of Packet Street, Planet Street and Power Street – 100 lf x 3 streets = 300 lf x 5 utilities = 1,500 lf**
- **S Water Street- between Power Street and James Street- 2 areas (approximately 150 lf and 75 lf) a total of 225 lf x 5 utilities = 1,125 lf**
- **S Water Street- James Street to Dollar Street- approximately 650 lf x 6 utilities = 3,900 lf**
- **Additionally, approximately 100 lf each on James Street and Dollar Street- 200 lf x 5 utilities = 1,000 lf**
- **S Water Street- south side only between Dollar Street and Point Street/Wickenden Street- approximately 350 lf x 3 utilities = 1,050 lf**

**<sup>1</sup>Estimated Amount of Quality Level B Designation = 12,575 lf of utilities**

*NOTE: Utilities anticipated to be present and marked include but are not limited to: gas mains water mains, telecommunication, catv, primary and secondary electric, street lighting electric and traffic signal feeds. Gravity sanitary storm/drainage, residential/commercial gas/water services, traffic loop sensors and aerial facilities are not part of this S.U.E. scope.*

**<sup>1</sup>The utility quantity is based on limited information provided to generate this scope. No utility records have been provided and therefore quantities are estimated only. Should units be greater than the original budget KCI will require additional fees to complete.**

*Once surveyed this information will comply with ASCE 38 Quality Level B, C and/or D.*

**Coordination with Surveyors** – KCI will coordinate with the client surveyor, provide sketches and point data sheets to facilitate capturing the completed utility designation markings. A reasonable effort will be made to help minimize delays between SUE field work completion and collection and depiction of survey data.

**QA/QC** – KCI will require that the client provide a Cadd line file mapping the utilities marked in the field for their review. KCI will perform QA/QC on the collected data to ensure accuracy. Prior to delivery to the client, coordination will be made with the surveyor, to facilitate any necessary corrections or changes to the underground utility mapping information.

**QL-B Deliverables** – KCI will provide field markings including paint and/or wire flags and a hard copy sketch (printed/.pdf) showing designated utility location (horizontal position) information. An electronic 2-D AutoCAD file of the designated utility information will also be included, if provided, after survey, to be reviewed by KCI for quality control. The files will meet MassDOT (or Client requested format) CAD Standards and ASCE Standard 38.

#### **ADD ALTERNATE 1: SANITARY/STORM STRUCTURE INVERTS**

If accepted KCI will open accessible sanitary and storm sewer structures within the project limits to measure inverts, pipe sizes and flow direction of up to 90 structures. Note that the number of structures is estimated based on a “site walk” via Google Earth. Actual number may vary based on traffic/parked vehicles possibly covering evidence of structures. Also, there may be additional structures that were either uncounted or counted inaccurately due to the inability to read or no label on covers. KCI has included another team member to act as a flagger during this Task.

**Assumptions & Exclusions:**

**Assumptions:**

- KCI will contact, and coordinate with, the client weekly (on average) while field activities are being performed to discuss any situation or questions that may arise onsite regarding the ability to collect complete information.
- KCI assumes up to approximately (8) hours per day onsite, between standard business hours (7:00am to 5:00pm). Standard minor Maintenance of Traffic (MOT) needs (i.e. signage, cones) will be provided by KCI. Other major MOT efforts during the base bid work have **not** been included (i.e. Police Details, Lane Closures, flaggers, etc.).
- KCI will only be required to perform a review of client provided utility records and Quality Level B (Utility Designation). KCI assumes that the client will provide utility records of all utility owners within the project limits
- KCI will designate and mark the approximate horizontal location of the anticipated conductive utilities. GPR and traceable fiberglass duct rodder will be deployed in an attempt to designate non-conductive utilities, when possible.
- KCI will provide Quality Level B field markings (up to 12,575 linear feet) within the client-requested areas, as seen detailed in the "Breakdown of Anticipated QL-B Markings" section above. The client understands that utility information not able to be determined within the project limits but with a utility record will be noted as Quality Level D (as per records provided) and the actual horizontal location their responsibility.
- SUE field designation markings will be visible in the field for survey. This includes but is not limited to demarcations in paint on road surfaces and paint/flags in the grassy areas.
- **The subsurface utility investigation information generated by KCI is for planning and engineering purposes only and not for clearance of an area for construction or geotechnical investigations.**
- Any direct costs not anticipated and detailed along with fees that exceed budgeted amounts will be considered reimbursable expenses.
- KCI shall contact Client if any questions arise about ability to collect complete information.

**Exclusions:**

- KCI shall not be required to capture any information/dimensions, dewater or enter any confined spaces such as utility vaults and or manholes as part of the utility designation work.

- KCI will not be responsible for any review, delineation, compilation and/or consolidation of the sanitary and storm sewer information on the project or the depiction of any private or overhead facilities. Designating underground utilities such as residential/commercial gas/water services, lawn irrigation/sprinkler systems, underground storage tanks and traffic loop sensors are not included.
- KCI has not included any required work permit fees (City or State) as part of this proposal. Should these be required as part of this project, KCI will consult with the Client and charge as a reimbursable expense.
- **KCI has not included any cost for survey of this work. Survey is anticipated to be by the Client.**

**Compensation – SUE Services – See Exhibit A**



**EXHIBIT A**  
**SUBSURFACE UTILITY ENGINEERING**  
**Green International Affiliates, Inc.**  
**S. Water Street, Providence, RI**

Subsurface Utility Engineering Services

<b>Breakdown of Labor Costs</b>		<u>approximately 12,575 lf QL B designation</u>		\$	<b>49,019.13</b>	
Quality Level B only						
<b>Breakdown of Direct Costs</b>						
<b>Quality Level B</b>						
	<u>Quantity</u>		<u>Unit Cost</u>			
Mileage	1,260	x	\$0.700	per mile	\$ 882.00	
Perdiem	22	x	\$80.00	per day	\$ 1,760.00	
Lodging	22	x	\$175.00	per policy	\$ 3,850.00	
WZTC- MOT (KCI own forces)	8	x	\$350.00	per day	\$ 2,800.00	
Postage	1	x	\$100.00	each	\$ 100.00	
				<b>Directs Subtotal</b>	<b>\$ 9,392.00</b>	
	<b>QL-B</b>		<b>Total (Labor &amp; Directs)</b>	\$	<b>58,411.13</b>	
				\$	<b>58,411.13</b>	
<b>ADD ALTERNATE- Storm/Sanitary Inverts</b>						
<b>Breakdown of Labor Costs</b>						
Up to 90 storm/sanitary structure inverts					\$	<b>74,284.45</b>
<b>Quality Level A Services</b>						
	<u>Quantity</u>		<u>Unit Cost</u>			
Mileage	1890	x	\$0.700	per mile	\$ 1,323.00	
Perdiem	42	x	\$80.00	per day	\$ 3,360.00	
Lodging	42	x	\$175.00	per policy	\$ 7,350.00	
WZTC (KCI forces)	11	x	\$350.00	per day	\$ 3,850.00	
				<b>Directs Subtotal</b>	<b>\$ 15,883.00</b>	
		<b>Add Alternat</b>	<b>Total (Labor &amp; Directs)</b>	\$	<b>90,167.45</b>	
		<b>Add Alternat</b>	<b>Total (Labor &amp; Directs)</b>	\$	<b>90,167.45</b>	
			<b>Grand Total (Labor and Directs)</b>	\$	<b>148,578.58</b>	











City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: March 25, 2024


TO: Purchasing Director

SUBJECT: **RFQ FOR PLANNING, ENGINEERING AND DESIGN SERVICES FOR SAFE STREETS PROJECTS-4.5 YEAR CONTRACT – DEPARTMENT OF PLANNING AND DEVELOPMENT**

CONSIDERED BY: Board of Contract and Supply

DISPOSITION: VOTED: that the Purchasing Director be authorized to engage the following bidders, for RFQ for Planning, Engineering and Design Services for Safe Streets Projects-4.5 Year Contract, in a total amount not to exceed Three Million Seven Hundred Ninety Nine Thousand Six Hundred Dollars (\$3,799,600.00), all in accordance with the offer of said firm submitted on January 29, 2024.

Bowman Consulting Group, Ltd. – 24 Albion Road, Suite 300, Lincoln RI, 02865  
Stantec Consulting Services, Inc. – 67 Cedar Street, Suite 101, Providence RI, 02903  
Howard Stein Hudson - 1 Lakeshore Center, Suite 104, Bridgewater MA, 02324  
Toole Design Group, LLC – 2 Oliver Street, Suite 305, Boston MA, 02109  
Kittelson & Associates, Inc. – One Washington Mall, Suite 1101, Boston MA, 02108

cc:  Pur.Dir.  
Contr  
P&D.  
File

*Jina L. Mastroianni*  
City Clerk



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

March 14, 2024

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

RE: PLANNING, ENGINEERING, AND DESIGN SERVICES FOR SAFE STREETS PROJECTS (4.5 YEAR BLANKET CONTRACT)  
MinuteTraj ID#: 43591

Minority Participation: To be determined when Task Order/Scope of Work is presented

Account Code(s):

- |  |                |
|--|----------------|
| 1. 241-2080-53420                              | \$ 100,000.00  |
| 2. PPBA2025, CIP 4.5: "USDOT SS4A Grant Match" | \$3,699,600.00 |

Dear Mayor Smiley,

The Department of Planning and Development is recommending the following based on the information submitted for our Request for Qualifications (RFQ) for Planning, Engineering, and Design Services for Safe Streets Projects (4.5 Year Blanket Contract).

DATE OF BID OPENING: January 29, 2024

RECOMMENDED BIDDER & THEIR ADDRESS:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• <b>Bowman Consulting Group, Ltd.</b><br/>24 Albion Road, Suite 300<br/>Lincoln, RI 02865</li> <li>• <b>Howard Stein Hudson</b><br/>1 Lakeshore Center, Suite 104<br/>Bridgewater, MA 02324</li> <li>• <b>Kittelson &amp; Associates, Inc.</b><br/>One Washington Mall, Ste 1101<br/>Boston, MA 02108</li> </ul> | <ul style="list-style-type: none"> <li>• <b>Stantec Consulting Services, Inc.</b><br/>67 Cedar Street, Suite 101<br/>Providence, RI 02903</li> <li>• <b>Toole Design Group, LLC</b><br/>2 Oliver Street, Suite 305<br/>Boston, MA 02109</li> </ul> |
|--|--|

TOTAL AMOUNT RECOMMENDED: Total amount not to exceed \$3,799,600.00

In response to our request for proposal regarding the above entitled, our department received qualifications from the following Firms:

	VENDOR NAME	BASE (minimum reqs.)	TOTAL (final specifications)
1	AECOM Technical Services, Inc.	QBS*	QBS*



**CITY OF PROVIDENCE**  
MAYOR BRETT P. SMILEY

2	BETA Group, Inc.	QBS*	QBS*
3	Bowman Consulting Group, Ltd.	QBS*	QBS*
4	Fuss & O'Neill, Inc.	QBS*	QBS*
5	GM2 Associates, Inc.	QBS*	QBS*
6	Howard Stein Hudson	QBS*	QBS*
7	Kittelson & Associates, Inc.	QBS*	QBS*
8	Pare Corporation	QBS*	QBS*
9	Stantec Consulting Services, Inc.	QBS*	QBS*
10	Toole Design Group, LLC	QBS*	QBS*
11	Vanasse Hangen Brustlin, Inc.	QBS*	QBS*

- On the basis of said bids, we recommend the low bidder, as identified on **LINE 1**, whose bid has met the specifications.
- On the basis of said bids, we recommend the bidder identified on **LINE: \_\_\_\_\_**. While not the apparent low bidder, a review of the bids reveal that it is in the best interest of the City to reject the low bidder. See the Explanation box below.
- On the basis of said bids, we recommend multiple bidders identified on **LINES: 3,6,7,9,10**. A review of the bids reveal that it is in the best interest of the City to utilize these bidders together. See the Explanation box below.

Explanation: Based on the scoring rubric identified in the Request for Qualifications, the submitted proposals, the Firms' references, and interviews conducted by the City, the following scores were awarded for each Task:

Task 1		Task 2		Task 3		Task 4	
76	Toole Design Group, LLC	74	Toole Design Group, LLC	62	Bowman Consulting Group, Ltd.	76	Toole Design Group, LLC
72	Bowman Consulting Group, Ltd.	72	Stantec Consulting Services, Inc.	60	Stantec Consulting Services, Inc.	66	Stantec Consulting Services, Inc.
70	Stantec Consulting Services, Inc.	68	Bowman Consulting Group, Ltd.	50	AECOM Technical Services, Inc.	64	Bowman Consulting Group, Ltd.
68	Kittelson & Associates, Inc.	60	Howard Stein Hudson	48	Vanasse Hangen Brustlin, Inc.	60	Kittelson & Associates, Inc.
66	Howard Stein Hudson	58	Kittelson & Associates, Inc.	44	Fuss & O'Neill, Inc.	24	BETA Group, Inc.

**DEPARTMENT OF PLANNING & DEVELOPMENT**

JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
PHONE 401.680.8400 | WWW.PROVIDENCERI.GOV/PLANNING

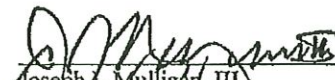



**CITY OF PROVIDENCE**  
**MAYOR BRETT P. SMILEY**

42	Vanasse Hangen Brustlin, Inc.	44	Vanasse Hangen Brustlin, Inc.				
36	Pare Corporation	42	AECOM Technical Services, Inc.				
30	Fuss & O'Neill, Inc.	40	Fuss & O'Neill, Inc.				
24	BETA Group, Inc.	30	Pare Corporation				
22	GM2 Associates, Inc.	30	BETA Group, Inc.				
		22	GM2 Associates, Inc.				

Additional documentation to support the decision for this award is attached to this letter.

Respectfully submitted,

  
 \_\_\_\_\_  
 Joseph A. Mulligan, III  
 Director of Planning and Development

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

  
 \_\_\_\_\_  
 Department Subject Matter Expert: Alex Ellis, Principal Planner

*By signing, the subject matter expert certifies the following: That the recommended vendor(s) is/are the lowest, qualified bidder(s) with regards to the corresponding specifications. That all bids corresponding to this award were reviewed for completeness and that the recommended bidder's submission is inclusive of all required documents.*



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

**MEMORANDUM**

Date: March 14, 2024

**Subject: Additional Documentation for Award of PLANNING, ENGINEERING, AND DESIGN SERVICES FOR SAFE STREETS PROJECTS (4.5 YEAR BLANKET CONTRACT)**

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The RFQ released on 12/18/23 contained a rubric for scoring proposals:

- A total 10 points if a proposal included all necessary forms and a cover letter (all respondents received the full 10 points)
- 30 possible points for Project Approach and Understanding
- 30 possible points for Qualifications and Recent Relevant Experience
- 10 possible points awarded based on the recommendations of references.

For the final three categories of points above, separate scores were assigned for each of the four tasks advertised in the RFQ. For respondents that scored 40 or higher on the above technical criteria for at least one task, an additional 20 points were possible based on the preparedness and project understanding demonstrated in an interview. Firms were finally qualified for one of the four tasks if their final score, inclusive of the interview score, exceeded 52 points.

Prices were not submitted as part of respondents' proposals in accordance with federal grant regulations. Price, as well as percentage of costs going to MBEs, WBEs, or DBEs will be determined upon execution of each task order.

For each task order of this blanket contract, the RFQ states "the City shall attempt to negotiate a contract with the highest qualified firm at compensation which the City determines is fair and reasonable to the City. Should the City be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, the City shall undertake negotiations with the second most qualified firm. Should the City be unable to negotiate a satisfactory contract with that firm, the City shall undertake negotiations with the third most qualified firm."

Funding for Task 4 comes from the Federal share of the Safe Streets For All grant, indicated as account #241-2080-53420. The remaining funds included above come from the grant's local match, provided by PPBA2025, CIP 4.5: "USDOT SS4A Grant Match".

The RFQ and all bids are on the Open Meeting Portal for the 1/29/24 meeting when bids were opened:  
[https://providenceri.igm2.com/Citizens/Detail\\_LegiFile.aspx?Frame=SplitView&MeetingID=14519&MediaPosition=&ID=43591&CssClass=](https://providenceri.igm2.com/Citizens/Detail_LegiFile.aspx?Frame=SplitView&MeetingID=14519&MediaPosition=&ID=43591&CssClass=)

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Respectfully submitted by Alex Ellis, Principal Planner

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