



Town of Coventry
1670 Flat River Rd
Coventry, RI 02816

Addendum to Request for Qualifications (RFQ)
Green Infrastructure Stormwater Project Design
October 20, 2026

1.) Several interested Respondents inquired about MBE/WBE requirements:

The Respondent shall submit a notarized letter with their RFQ response indicating that they acknowledge that they are responsible for complying with Rhode Island General Law Chapter 37-14.1 and 37-14.3 and all relevant requirements of the Rhode Island Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) Program, and that their failure to do so will be considered unresponsive.

The Town will initially issue a tentative award, pending compliance with the RI MBE/WBE regulations. Before a contract can be signed in response to this RFQ, the Respondent must provide documentation from Rhode Island Minority Business Enterprise Compliance Office (RI MBECO) that they have an approved MBE/WBE utilization plan or a Waiver for this project. It is the sole responsibility of the awarded Respondent to obtain the utilization plan or the waiver. No additional time will be added to the timeline for this compliance so it is in the Respondent's best interest to begin following the MBECO steps as soon as they receive a tentative award.

The awarded Respondent is required to submit the tentative award, including the scope of work from this RFQ, to the MBECO office and follow the steps outlined by MBECO for approval, and reporting. The Respondent shall copy Maria Broadbent, Asst. Town Manager mbroadbent@coventryri.gov on all correspondence with MBECO and include in the email subject line: A Contract number TBD by the Town -1 Coventry Annex Green Infrastructure Project.

2.) Please clarify whether respondents are required to provide proposed hourly rates and estimated hours for project team members under items 5 and 6.

The RFQ asks the Respondent to provide "For the Respondent's team leader and each team member the following shall be provided #5) The hourly rate to be charged for their services; and 6) The estimated number of hours each employee is expected to contribute to the project."

Yes, this information is to be provided with the Respondent's RFQ package. The Town wants to see how the Respondent plans to accomplish the Scope of Work, and generally to whom the work will be assigned. Even though the project has a not-to-exceed price, and an RFQ has been issued, Respondents are required to invoice the Town showing each team member conducting a task and their hourly rate. This is a not-to-exceed contract but not a flat rate contract.

3.) Can you please identify the extent of the proposed Community Learning Center courtyard that is to be designed?

The courtyard is shown with blue hashmarks on the attached aerial photo.

4.) Is the Town open to alternative and/or additional locations for Green Stormwater Infrastructure between the northeastern parking area and the community garden space?

Maybe. There is some flexibility allowed by RIIB within the scope of the work as long as the overall area treated is roughly the same.

5.) Will a Quality Assurance Project Plan (QAPP) be required for field work performed at the site?

No, it is not required. Although quality data should be collected and provided to the Town as part of the design process. From the Town's Contract with RIIB "Environmental Review: The Grantee shall prepare and provide requested information to the Bank for submission to the EPA in order for the EPA to determine the applicability of an environmental review prior to undertaking project activities."

6.) Is there an understanding of the amount of roof area that drains to the existing downspouts? Or will this be required as part of the site investigation upon award?

This is to be required as part of the site investigation upon award.

COURTYARD

Rhode Island Infrastructure Bank
MRP Green Infrastructure Retrofits

1675 Flat River Road
Coventry, RI

