

**ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES**

**SELECTION COMMITTEE**

***Wednesday, February 28, 2007***

**MINUTES**

Members Present:

Acting Chairman: Louis A. DeQuattro, Jr., Esq.

Public Member: Gerry Bedrick

Agency Representative: James M. Jerue, Jr., Facilities and Maintenance  
>Department of Mental Health, Retardation and Hospitals

A quorum being present, the meeting was called to order by the Chairman.

Minutes of the A/E/CS Selection Committee meetings of January 31, 2007 and February 9, 2007 were approved by L. DeQuattro and G. Bedrick.

The following agenda items were addressed and voted upon by the Committee:

1. Department of Mental Health, Retardation and Hospitals (MHRH): (9:07 a.m.)

Single Source Request – Engineering Services to Replace Existing Black Start Generator at Central Power Plant

Voting Members: L. DeQuattro, G. Bedrick, J. Jerue

**Cost: \$25,000**

This item has been discussed at previous meetings of the Architectural/ Engineering/Consultant Services Selection Committee. J. Jerue noted that the Agency hired a company to do a Phase I study that proposed four alternatives to remedy the problems associated with a very old black start generator. This single source request is for a Phase II study to provide an economic analysis of these four options and to provide bidding documents and contract administration. A brief discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Mental Health, Retardation and Hospitals, and sends forward to the Director of Administration for her consideration the single name of Noresco, on a single source basis. (9:17 a.m.)

2. Rhode Island Board of Governors for Higher Education (RIBGHE): (9:19 a.m.)

RFP #7002861 – Lobbying/Public Relations Services  
Voting Members: L. DeQuattro, G. Bedrick, S. Maurano  
**Cost: \$200/hr. (not to exceed \$25,000)**

S. Maurano noted that the purpose of the RFP is to bring an outside lobbying firm on board to assist the Agency in tracking about 70-75 pieces of proposed legislation. Some are beneficial to the schools, a large number are detrimental in that they have a significant fiscal impact. The Agency office is small; therefore, the services of an outside lobbyist would be very helpful.

Five firms responded to the RFP. Of the three top ranking firms, F/S Capitol withdrew their proposal citing a possible conflict of interest; the remaining two firms, Brown Rudnick and Alfred Russo, were interviewed. A discussion followed concerning the written proposals, the results of the interviews, and the cost proposals submitted by each firm.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Rhode Island Board of Governors for Higher Education Technical Review Subcommittee, as approved by the Commissioner, and sends forward to the Director of Administration for her consideration the names of Alfred Russo, Esq. and Robert Rainville, the most responsive and responsible of the 5 firms that responded to the RFP. (9:36 a.m.)

3. University of Rhode Island (URI): (9:39 a.m.)

RFP #7002681 – Storm Water Communications Campaign  
Voting Members: L. DeQuattro, G. Bedrick, M. Gold  
**Cost: \$62,925 (3½ yr. contract) (federally funded)**

M. Gold noted that the purpose of the RFP is to hire a qualified firm to design and implement a communications, advertising and public relations campaign relating to storm water management. It is federally funded through the Department of Environmental Management to the Department of Transportation and contracted out to the University of Rhode Island Water Quality Program. The total project will cost about \$600,000 over a 3½ year period.

The overall goal to be accomplished by the consulting firm is to assist in developing a consistent public education message that will raise public awareness of the relationship between individual actions and water quality and also a plan to measure the impact of the campaign. The selected firm will develop a marketing strategy to implement the media campaign as cost effectively as possible, and develop a format for a range of public education materials that can be used by the various groups working on this project (mostly state agencies and municipalities).

Only one response was received from The Clarendon Group. Dr. Gold stated that this group has a good understanding of the Rhode Island community and is prepared to work with the agencies to maximize the small amount of resources available, and hopefully use this as a leveraging opportunity to bring together resource management agencies. Mr. Bedrick asked Dr. Gold's

opinion as to why only one response was received and she answered that comparable campaigns in other states have had larger budgets. A discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the University of Rhode Island's Technical Review Subcommittee, as approved by the Vice President for Administration, and sends forward to the Director of Administration for her consideration the single name of The Clarendon Group, the only respondent to the RFP. (9:52 a.m.)

4. Department of Education (RIDE): (9:54 a.m.)

A. Single Source Request - Rhode Island Skills Commission High School Technical Assistance Project

Voting Members: L. DeQuattro, G. Bedrick, C. Bilotti

**Cost: \$507,500 (3½ yr. contract w/option to renew 1 add. Year)**

C. Bilotti and D. Abbott represented the Agency. D. Abbott noted that the Agency has worked with the Skills Commission for two years; this agency supports the department's high school reform work. Rhode Island schools have a proficiency based graduation system which requires the creation of tasks to meet a level of proficiency. The Department of Education does not have staff to perform this work; therefore, they contract with the Coventry School District. Previously, this contract has been written one year at a time; however, the department wishes to implement a multi-year strategy. The justification for a single/sole source award is that the body of work is being done by Rhode Island teachers; they are the only providers for this service.

C. Bilotti noted that these contracts will be constructed so that all subsequent fiscal years are subject to the availability of funds, work under the contracts and budgets may be aligned or adjusted in a given year, and an RFP will soon be advertised to establish an MPA.

Mr. DeQuattro asked why the Coventry School District was selected. Mr. Abbott answered that the Coventry School District was interested in doing this work and their Superintendent is also the Chair of the state Association of Curriculum Development. They are tied to this work. Coventry has a long history of innovation in favoring teachers; they were the first in the state to move toward proficiency based teacher evaluation, and to reward teachers for becoming nationally board certified. Coventry has the most nationally board certified teachers per district per capita.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Education, as approved by the Commissioner, and sends forward to the Director of Administration for her consideration the single name of Coventry School Department, on a single source basis. (10:04 a.m.)

- B. Single Source Request - Evaluation of RI Federal Even Start Program (10:04 a.m.)  
Voting Members: L. DeQuattro, G. Bedrick, C. Bilotti  
**Cost: \$50,000 (1½ yr. contract w/option to renew 1 add. Year)**

C. Bilotti and J. Uvin represented the Agency. Dr. Uvin noted that about three years ago, Rhode Island determined that adult education in the state should not be a fragmented system operated by a number of different state agencies, but should be guided by a more uniform approach. As a result of this, the Office of Adult Education was established in 2005 at the Department of Education and many adult education funds previously administered by other agencies were transferred to the Department of Education. The most recent transfer, an internal transfer, was the federal Even Start Program. Although the Agency faced a budget shortfall, there existed a federal requirement for an evaluation of the Even Start Program.

In order to maximize the services under this program, and meet the local evaluation requirement imposed by the federal government, as well as the state evaluation requirement, the Agency sought to identify an individual or organization with Rhode Island knowledge of Even Start. Dr. Ann M. Mumm, LICSW, Ph.D was selected.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Education, as approved by the Commissioner, and sends forward to the Director of Administration for her consideration the single name of Ann M. Mumm, LICSW, Ph.D., on a single source basis. (10:09 a.m.)

- C. Single Source Request - Demographic Study of the Providence School District (10:09 a.m.)  
Voting Members: L. DeQuattro, G. Bedrick, C. Bilotti  
**Cost: \$100,000 (4½ yr. contract w/option to renew 1 add. Year)**

C. Bilotti and D. Abbott represented the Agency. D. Abbott noted that the department determined the need for a multi-year research project to formulate strategies around students moving in and out of urban school districts. Most of the students affected are within the Providence School District. The purpose of tracking students as they move from one district to another is to promote cooperation among urban districts so the students do not lose time. For example, the department is looking at a multi-district approach to English language acquisition, a scaffolding approach, whereby students might be moved purposely to take advantage of the next level as they move closer to mainstreaming.

The Providence Plan had a one year contract last year for a preliminary study. The Providence Plan, although being presented as a single source, is actually a sole source because they are the only ones, including the department, who can do this work. They have a data sharing agreement with the Providence School Department as well as with the Department of Education. They also have access to a GIS software system unique to Rhode Island.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Education, as approved by the Commissioner, and sends forward to the Director of Administration for her consideration the single name of The Providence Plan, on a single source basis. (10:14 a.m.)

5. Department of Environmental Management (DEM): (10:42 a.m.)

Single Source Request - Improve State Preparedness for Animal Emergency Response

Voting Members: L. DeQuattro, G. Bedrick, M. Mulhare

**Cost: \$230,000 (2½ yr. contract)**

M. Mulhare noted that this project is being funded through the Department of Homeland Security. The Agency originally requested \$440,000 and was awarded \$260,000. The project is to create a management plan for companion animals, farm animals and wildlife in the event of a disaster. The project has taken on more significance since the President signed the 2006 Pet Act that requires, in the event of a disaster, that states have a plan for managing animals. It is important that we comply with the Act because it is a change to the Stafford Act; should we have a disaster it will impact our ability to receive reimbursement funding through FEMA.

Mr. DeQuattro asked if the Agency receives input from the cities and towns with regard to this plan. Mr. Mulhare answered yes, there is a group called RIDART, Rhode Island Disaster Animal Response Team, that was established several years ago, but was never properly funded. The Agency will be using the disaster response plans utilized in Florida and North Carolina as models in re-establishing RIDART as a functioning entity. The Veterinary Medical Association will also be part of the disaster response plan in aligning veterinary services as part of the disaster response.

Mr. DeQuattro asked if this plan is part of EMA. Mr. Mulhare answered yes, animal care is part of emergency support functions.

Mr. DeQuattro asked for an explanation of the single source request. Dr. Horwitz is the only vendor with sufficient expertise, training, and experience with State environmental emergency response plans and resources to increase preparedness for State response to animal emergencies within the funding period (24 months) stipulated by the US Department of Homeland Security. A discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Environmental Management, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Dr. Richard Horwitz, on a single source basis. (10:56 a.m.)

6. Executive Department/State Fire Marshall (10:58 a.m.)

RFQ #7002411 – Survey of all Rhode Island Quarries  
Voting Members: L. DeQuattro, G. Bedrick, R. James  
**Cost: \$23,600**

R. James noted that his department has received complaints from residents of neighborhoods near quarries where blasting regularly occurs. Blasting is being done in accordance with state law; however, when blasting is done on rainy or overcast days, the air shock to the houses is greater. There are seven quarries in the state; the quarry where the biggest problem exists is the P.J. Keating Quarry in Cranston. Blasting at this quarry is done about three times per week. The vibrations are never higher than 0.25; Rhode Island law allows 2.0 inches per second. Residents have reported some damage to their homes. The law requires that the sound from the blast cannot exceed 1.31-1.33 decibels; sound has registered at 1.29 decibels.

The purpose of the RFQ was to solicit proposals from companies that are qualified in the blasting field to conduct surveys of the seven quarries in the state of Rhode Island, and to make recommendations to the State Fire Marshal for reducing ground vibrations and air shock.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Executive Department/State Fire Marshal, as approved by the State Fire Marshal, and sends forward to the Director of Administration for her consideration the single name of Haley and Aldrich, Inc., the most responsive and responsible of the 3 firms that responded to the RFQ. (11:14 a.m.)

7. Department of Revenue/Division of Motor Vehicles (DMV): (11:24 a.m.)

RFP #7002236 – Automated Driver License Testing System  
Voting Members: L. DeQuattro, G. Bedrick, D. Walsh  
**Cost: \$278,959**

D. Walsh and K. Barth represented the Agency. D. Walsh noted that driver's license testing, including Commercial Driver's Licenses (CDL's), will now be automated utilizing touch screen computers. Tests will be administered at the Pawtucket site only.

K. Barth added that a bank of questions will be furnished from the American Association of Motor Vehicle Administrators (AAMVA). Whenever there is an update to the driver's manual or to any federal regulation, the DMV will be supplied with a new bank of questions. If there are any changes to Rhode Island law, the DMV will provide this information to the vendor who will add pertinent questions to the database. The questions for each test will be randomly selected, so no two tests will be the same. A discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Revenue/Division of Motor Vehicles (DMV), as approved by the Administrator, and sends forward to the Director of Administration for her

consideration the single name of Viisage, the more responsive and responsible of the 2 firms that responded to the RFP. (11:34 a.m.)

Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 11:34 a.m.

Supporting documentation is on file at the Division of Purchases.