

QUONSET DEVELOPMENT CORPORATION (QDC)

INVITATION TO BID

A BID is solicited for the following work:

Name of Project: *Provide Snow Removal Services within the Quonset Business Park at the Port of Davisville*

Description of Work: Provide all necessary equipment, fuel and labor for snow removal services at the Port of Davisville. Work will consist of clearing and keeping clear 37.3 acres to include two piers and two laydown terminals:

- Pier One (Terminal 1) – 6.9 acres
- Pier Two (Terminal 2) – 14.8 acres
- Terminal 3 laydown area – 9.1 acres
- Terminal 4 laydown area – 6.5 acres

Work will be conducted during and/or after each snow event making the Port ready to receive vessels and cargo within 12 hours after the ending of the event. All work will be conducted within the Port of Davisville located in the Quonset Business Park, North Kingstown, R.I. In addition, a NOAA vessel maybe at its berth on Pier One, a fire lane and access to the personnel gate must be maintained at all times. The Contractor shall coordinate all work activates in the Port with the Superintendent of Maintenance and/or QDC Port Operations, priority plowing maybe assigned due to ship traffic. The end of snow events will be defined as: The end of accumulating snow and/or as directed by QDC. Snowfall depths for each event will be as measured by the National Weather Services at T.F. Green Airport. Snow will be stock piled in areas as designated on the attached site map or designated by the QDC in close proximity of the terminal areas.

Contract Number: 2014-005

BIDDING INFORMATION

Where Received: Quonset Development Corporation
Quonset Business Park
95 Cripe Street
North Kingstown, Rhode Island 02852

Closing Date: May 23, 2014 at 9:00 AM (Local Time)
Not a public opening

Attachments: Bid Form
Location Site Map
Snow analysis from March 01 to March 14 from T.F. Green Airport

Inquiries: Inquiries regarding this invitation should be addressed to Mr. Jack Sprengel, Operations Director at, Quonset Development Corporation, 95 Cripe Street, Quonset Business Park, North Kingstown, Rhode Island (Tel. No.401-295-0044 ext. 216).

Waiver and Acceptance: The Quonset Development Corporation reserves the right to reject any or all of the bidders and to waive any informalities in bids received and to accept that bid which, in its judgment, best serves the interest of the Corporation.

Method of Award: Award of this contract will be made to the responsive, responsible Contractor who, submits the lowest bid and meets the minimum qualifications set forth in this solicitation. These qualifications are as follows:

Experience:

A minimum of five (5) years experience in snow removal is required for all Contractors. Contractor shall include with bid proposal a list of work successfully performed.

Equipment:

A list of equipment to complete the work is required. All equipment must be in good condition and in running order. Equipment list must be submitted with the Bid Proposal.

Instructions to Contractors:

Site Conditions: It is **mandatory** that all Bidders visit the site and take such steps as maybe reasonably necessary to ascertain the nature and location of the work, and the general local conditions which can affect the work or the cost thereof. Failure to do so will not relieve Bidders from responsibility for estimating properly the difficulty or cost of successfully performing the work. QDC will assume no responsibility for any misunderstanding or representations concerning conditions made by and of its officers or agents prior to the execution of the contract, unless included in the Invitation of Bid, the specifications or related documents.

Bid From: Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, each erasure or change must be initialed by the person signing the bid. Telegraphic bids will not be considered. The Bidder shall bid on all items, failure to do so will disqualify the bid.

Public Copy - Bid: A copy of the BID PROPOSAL is required for public inspection at the time of the submission. An original BID PROPOSAL and a copy (public copy) of the BID PROPOSAL shall be submitted. Failure to

provide a Public Copy shall cause QDC to reject the Bid.

Insurance:

Each Contractor shall include in its solicitation response package proof of insurance capabilities, including but not limited to the following requirements: (This does not mean that the contractor must have the coverage prior to submittal, but, that the coverage must be purchased and in place prior to the contract being executed by QDC). A certificate of insurance indicating that the awarded Contractor has the coverage in accordance to QDC's requirements shall be furnished by the Contractor to QDC along with the Contract Agreement. The Contractor shall provide and maintain at all time during the term of the contract the policies of insurance and list QDC and Rhode Island Commerce Corporation as additionally insured.

The Contractor shall indemnify, hold harmless and defend QDC its agents and its employees from any and all claims actions or liabilities for injuries or damage sustain any person, property arising directly from the Contractors performances of this contract. The Contractor shall prior to the Award provide proof of insurance for workmen's compensation, general liability, and automobile insurance. The coverage shall have the following:

Workers Compensation, etc. (1)

- State: Statutory
- (2) Applicable Federal Statutory
- (3) Employer's Liability: \$500,000

Comprehensive General Liability:

- (1) Bodily Injury (including completed operations and products liability):
\$500,000 Each Occurrence
\$ 1,000,000 Annual Aggregate

- (2) Property Damage
\$ 500,000 Each Occurrence
\$ 1,000,000 Annual Aggregate
or a combined single limit of \$2,000,000

- (3) Property Damage Liability insurance will provide Explosion, Collapse and Underground coverage's where applicable.

- (4) Personal Injury, with employment exclusion deleted

\$1,000,000 Annual Aggregate

Comprehensive Automobile Liability

Bodily Injury:

\$500,000 Each Person
\$1,000,000 Each Occurrence

Property Damage:
\$500,000 Each Occurrence
or combine single limit of \$2,000,000

- Equal Opportunity Requirements: Unless otherwise exempt, bidders must certify that they are in compliance with applicable requirements of Federal Executive Order No.11246, as amended, State of Rhode Island Executive Order 85-11 and other regulations issued by the Quonset Development Corporation, or must agree to take steps to comply with such requirements prior to the award of a contract. This proposal is subject to Rhode Island General Law 37-14-1.
- Pre-Bid Conference: No Pre-Bid meeting is scheduled, but a site visit is **mandatory**. All site visits must be arranged with Mr. Jack Sprengel, (401) 295-0044 x216.
- Delivery Requirements: Each bid shall be addressed to the Quonset Development Corporation and shall be delivered to the address given in the Invitation to Bid on or before the day and hour set for closing of the Bids. Each bid shall be enclosed in a sealed envelope bearing the title of the work, the name of the bidder, and the date and hour of the bid closing. It is the sole responsibility of the bidder to see that the bid is received on time.
- Port of Davisville Terminal Access Control Policy: The QDC requires that all persons who have a legitimate business interest whom need to enter upon property owned and controlled by the QDC at the Port of Davisville possess and display a properly issued and authorized identification card. Persons who regularly access the Port of Davisville must display a Photo Identification Card at all times when in the facility. The person requesting a photo ID card must complete an Identification Card application form from QDC. In addition, the person's employer must request that an Identification Card be issued to the employee by completing the lower portions of the application form issued by QDC.
- Pier Access: Access to the piers, which are restricted areas, and thus to any vessels that may be on berth, will be strictly controlled. Individuals who need access to restricted areas in the course of their employment and the nature of their work are required to have Transportation Worker Identification Credentials (TWIC) and a Port of Davisville photo identification card. Persons seeking access to the Piers who do not possess a TWIC, are not routinely employed at the Port of Davisville, but have demonstrated a business need to enter, and are approved by the Facility Security Officer (FSO) to enter, shall only enter the Piers

with a QDC approved TWIC escort as a side-by-side companion at the ratio required by federal regulation (1:5). These persons are defined as visitors. All visitors must be requested and approved, by the FSO in advance of arrival to the Piers.

A sponsoring employer who requests a visit for their employee, or whose employee performs a TWIC escort, assumes responsibility for ensuring their employee maintains compliance with the federal mandate.

All visitors and escort must agree to abide by the policies and procedures outlined in the QDC policy or access is denied. Failure to adhere to these procedures is a violation of federal law and constitutes a breach of security. All breaches of security will be reported, as required by federal law and the Port Facility Security Plan, and may result in fines imposed by the US Coast Guard for non-compliance.

QUONSET DEVELOPMENT CORPORATION

Mr. Steven J. King, P.E. Managing Director

END OF SECTION