



Rhode Island Airport Corporation

August 30, 2016

**Invitation for Bid No. 26560
Snow Removal Services
T.F. Green Airport**

INTRODUCTION

The Rhode Island Airport Corporation (RIAC) is seeking bids to provide on-call snow removal services to plow roads and clear sidewalks of snow and ice around the Bruce Sundlun Terminal Building and surrounding properties at T. F. Green Airport, Warwick, RI, described as Base Bid 1 & 2. In addition, RIAC is also requesting separate pricing for additional equipment and manpower which may be requested by RIAC for the purpose of clearing public use sidewalks and hauling excess snow to designated sites, if necessary, as described in Option Bid A & B. Contract award shall be for a one-year period with two additional one-year extensions at RIAC's discretion.

A mandatory pre-bid meeting and site visit will be held at 9:00AM EDT, September 7, 2016 at Airfield Maintenance, 300 Airport Road, 2nd Floor, Warwick, R.I. 02889.

Due date for bids is no later than 2:00PM EDT, September 28, 2016, at which time they will be publicly opened. Bids must be in a sealed envelope clearly marked "**IFB No. 26560 – Snow Removal Services**". RIAC will not accept late bids under any circumstances. All costs incurred in connection with responding to this Invitation for Bids (IFB) shall be borne by the bidder. Sealed bids will be received at: Rhode Island Airport Corporation, Office of Procurement, 3rd Floor, T. F. Green Airport, and 2000 Post Road, Warwick RI 02886-1533.

Questions related to this solicitation may be submitted to procurement@pvdairport.com no later than 4:00PM EDT, September 13, 2016. Direct contact with RIAC staff is strictly prohibited unless submitted in writing to procurement@pvdairport.com. RIAC may issue an addendum by 4:00PM EDT, September 16, 2016 to respond to any relevant questions raised by potential bidders. This addendum will be posted to <https://www.pvdairport.com/corporate/procurement> and <https://www.purchasing.ri.gov>.

Guy A. De Cristofaro
Manager of Airfield Maintenance

Jeffrey P. Goulart
Purchasing Agent

SPECIFICATIONS

BASE BID:

1) Terminal Roadway System:

The Terminal roadway system consists of approximately three miles of two-lane roads, to include a four-lane upper level roadway that services the terminal to and from Post Road. The sidewalks associated with the Terminal roadway system are approximately two miles in length. Due to numerous obstacles and weight restrictions, a pick-up size vehicle cannot plow the sidewalks. Sidewalks shall be cleared by walk-behind snow blowers, power sweepers and/or hand tools.

2) Airport Properties:

Several airport properties exist that the successful bidder will be responsible for clearing snow and ice from:

1. Delivery Court: The access road from Airport Road to Delivery Court, parking areas, and loading dock area.
2. Old Terminal 572 Airport Road: the parking lot, main common doorway entrance and access roads.
3. Hangar 2 - 540 Airport Road up to and including Horizon Aviation Hangar 3 - 530 Airport Road: the fire lane and parking area, main common doorway entrances, and parking lot between the two hangars.
4. Access Road from 300 Airport Road to the Fire Department to include the parking lot and main doorway.
5. Property Acquisition Office - 2248 Post Road: the parking lot and main doorway.
6. Cell Phone Lot - 2282 Post Road: the parking lot.
7. Glycol Facility 50 Warwick Industrial Drive all paved areas.
8. Interlink Customer Service Office (CSO): Roadway, Parking Area, Walks and doorways, to include the Train Platform.

OPTION BID A

Public Sidewalks:

On an as-needed basis and at RIAC's discretion, the contractor may be required to clear the sidewalks of snow and ice that border the airport property along Post Road, Airport Road and Main Avenue.

Include in your submission a separate flat rate for each area below to clear snow and ice:

1. East sidewalk of Post Road, in front of the main Terminal, from 1910 Post Road south to Strawberry Field Road, approximately 2,765' (excluding the following properties: Bertucci's, Hampton Inn, Best Western, J.A.C. York Professional Building, and 2212 Post Road)
2. The south sidewalk of Airport Road that borders the airport, from the intersection of Delivery Court Access Road to 400' past (east) the Airfield Maintenance Facility at 300 Airport Road, approximately 5,000'. The north side of Airport Road from 757 Airport Road to up to 717 Airport Road, approximately 240', 930' adjacent to 561 Airport Road (the old airfield maintenance facility), and 1,700' from Commerce Drive to Loveday Street.

3. Main Avenue's north sidewalk, from the 541 Main Avenue to Gaidys Court, approximately 1,760' and 2,075' on the south sidewalk of Main Ave, from Greeley Ave to Gaidys Court.

OPTION BID B

Hauling Snow:

At specific times throughout the contract, at RIAC's discretion, the contractor may be required to haul snow from airport property. Include in your submission a rate per hour for hauling snow. RIAC will designate a property on-site to haul the snow.

REQUIREMENTS:

The successful bidder is required to respond within one hour from the time contacted by RIAC, must have a supervisor available 24/7 as a point of contact during the snow season and must provide phone numbers to coordinate work with RIAC staff. This supervisor will also be on site during snow and ice storms to supervise their workers and ensure all areas are up to the high standards of RIAC.

The successful bidder will be determined based on the base bid as described above. Although the base bid will determine the successful bidder, all firms bidding **must** provide pricing on both the base bid and Options A and B **and** be able to show proof they can adequately staff all work areas.

Typically, when called in to clear the Terminal and Airport Properties as described above, the contractor will be required to remain for the duration of the snow event, until released by RIAC.

RIAC will supply the Road Sand/Salt mix and Ice Melt for the walkways. The Contractor is responsible for the Equipment to load the sand/salt mix into their sanding truck and for spreading ice melt.

RIAC will pay for the actual time on-site performing snow and ice control. There will be no reimbursement for the effort of staging the equipment and moving it to and from the Airport. Contractors will be responsible for any damage to curbing, signs, storm drains, etc., caused by their negligence.

Minimum equipment and manpower will consist of, at a minimum, the following:

- a. Four (4) 4-wheel drive, ¾ ton pick-up trucks with 8-foot power angle plows and operators. At least two (2) of the trucks must have sanders.
- b. One (1) dump truck (min 35,000 GVW) with a minimum 5-cubic yards material spreader, 11-foot power angle plow and operator.
- c. Four (4) snow blowers & operators with a minimum clearing width of 30-inches.
- d. Eight (8) laborers with shovels, squeegees, brooms, spreaders and other hand tools that may be needed.
- e. The successful bidder must have the ability, at the request of RIAC, to increase equipment and or manpower needed to maintain roadways and walkways in a safe environment. Any additional increase in manpower or equipment substitution will require RIAC approval.

Additional equipment for services which may be requested by RIAC for the purpose of hauling snow, if necessary will consist of the following:

1. One front-end loader with a minimum 3.5 cubic yard bucket, with operator.
2. Two 10-wheel dump trucks, with operators.

The contractor must be capable of replacing any piece of equipment within one hour if it becomes inoperable.

RIAC reserves the right to add on additional areas and snow removal services based on the pricing proposed in response to this IFB.

INSURANCE REQUIREMENTS

Evidence of the following minimum insurance coverage must be provided:

- a. General Liability limits of \$1,000,000 per occurrence.
- b. Motor Vehicle Liability Insurance with limits of \$1,000,000.
- c. Worker's Compensation coverage to Rhode Island statutory limits or documentation evidencing an approved self-insurance program.
- d. Umbrella Liability limits of \$3 million excess of \$1,000,000 primary layer.

RIAC and the State of Rhode Island shall be named as additional insured on all policies of insurance with the exception of Worker's Compensation insurance.

STANDARD PROFESSIONAL SERVICE AGREEMENT

RIAC's standard PSA is attached hereto and incorporated herein by this reference. RIAC expects the proposer to execute this form of PSA. Any exceptions to the terms of the PSA **must** be noted on the form provided. RIAC reserves the right to accept, reject or modify any exceptions noted.

Exceptions to Professional Services Agreement

I, _____, _____, of _____
(Name) (Title) (Company)

certify that I have no exceptions to the Professional Services Agreement as presented for work associated with **IFB No. 26560 – Snow Removal Services**.

SIGNATURE OF BIDDER

DATE

OR

I, _____, _____, of _____
(Name) (Title) (Company)

request the following exceptions to the Professional Services Agreement as presented for work associated with **IFB No. 26560 – Snow Removal Services**.

SIGNATURE OF BIDDER

DATE

**IFB NO. 26560
SNOW REMOVAL SERVICES
T. F. GREEN AIRPORT
RESPONSE FORM**

Responses Due date for bids is no later than 2:00 p.m., September 28, 2016 Attention: Office of Procurement, Rhode Island Airport Corporation, 3rd Floor, 2000 Post Road, Warwick, RI 02886. Vendors may copy/scan these pages to facilitate completing the information, but must return response in this format/order.

The undersigned, on behalf of the bidder, certifies that: This offer is made without previous understanding, agreement or connection with any person, firm, or corporation entering a bid on the same project; is in all respects fair and without collusion or fraud. The person whose signature appears below is legally empowered to bind the company in whose name the bid is entered. They have read the entire document and understand all provisions. If accepted by RIAC this bid is guaranteed as written and amended and will be implemented as stated.

ALL vendors interested in responding **MUST** provide the following requested information in this format. Additional information may be included on accompanying sheets, if necessary.

Firm Name _____

Contact Name _____ Title _____

Signature _____ Date _____

Address _____ City/State _____ Zip _____

Phone _____ Fax _____ Hours _____

Company Web Site Address _____ E-Mail _____

General Nature of Business _____

Remittance Address (for Payments):

Name: _____

Address _____ City/State _____ Zip _____

1. Are you Rhode Island Certified as DBE/WBE/MBE? If yes, please attach certification letter
Yes___ No___

2. Are you listed on a Master Price Agreement (MPA) with the State of Rhode Island?
Yes___ No___ MPA Number(s)_____

3. Are you a GSA, MiCTA, or U.S. Communities Contractor?
Yes___ No___ Number(s)_____

4. Type of Organization (check one):

Manufacturer _____ Distributor _____ Retail _____ Dealer _____ Service _____

5. We Acknowledge Receipt of Addenda: No. ____, Dated _____; No. ____, Dated _____

6. Has any person, firm, or corporation entering a proposal on the project been disbarred or suspended by the State of Rhode Island? _____ If so, indicate dates and explanation for such.

7. Provide references from at least (3) companies, which have received the proposed or similar services. Please include: Firm, Facility, Group or Organization Name, Address, Contact Person, Title, Phone Number, Email Address, Date of Purchase/Service/Project, Description of Purchase/Service/Project.

8. Attach a W9 Form.

9. On a separate sheet, list any deviations from the SPECIFICATIONS and MANDATORY REQUIREMENTS section in this document. **Below is an example of the format**

ITEM NO.	REASON FOR DEVIATION, DESCRIPTION OF REPLACEMENT COMPONENT, AND/OR EXPLANATION

4. PRICING INFORMATION IN WORDS AND NUMBERS

Minimum Equipment and Manpower for Terminal and Airport Properties:

1. Combined hourly rate for two (2) 3/4 ton 4WD pick up trucks with minimum 8 foot power angle plow and operator.

\$ _____
(Amount in Numbers)

(Amount in Words)

2. Hourly rate for two (2) 3/4 ton 4WD pick up truck with minimum 8 foot power angle plow, material spreader and operator.

\$ _____
(Amount in Numbers)

(Amount in Words)

3. Hourly rate for one (1) 35,000 GVW dump truck with a minimum of 5 Cubic Yard material spreader capability, 11 foot power angle plow and operator.

\$ _____
(Amount in Numbers)

(Amount in Words)

4. Combined hourly rate for four (4) snow blowers & operators with minimum 30 inch clearing width and operators.

\$ _____
(Amount in Numbers)

(Amount in Words)

5. Combined hourly rate for eight (8) laborers with hand tools.

\$ _____
(Amount in Numbers)

(Amount in Words)

Total combined hourly rate for Items, 1 through 5 above

\$ _____
(Amount in Numbers)

(Amount in Words)

OPTION BID A - Equipment and Manpower for Public Sidewalks:

6. Hourly rate for East Sidewalk of Post Road clearing. \$ _____
(Amount in Numbers)

(Amount in Words)

7. Hourly rate for South Sidewalk of Airport Road clearing. \$ _____
(Amount in Numbers)

(Amount in Words)

8. Hourly rate for Main Avenue's North Sidewalk clearing. \$ _____
(Amount in Numbers)

(Amount in Words)

Total hourly rate for OPTION A: \$ _____
(Amount in Numbers)

(Amount in Words)

OPTION BID B - Minimum Equipment and Manpower for Hauling Snow:

9. Hourly rate for front-end loader with minimum 3.5 cubic yard bucket with operator \$ _____
(Amount in Numbers)

(Amount in Words)

10. Hourly rate for two 10-wheel dump truck, with operator \$ _____
(Amount in Numbers)

(Amount in Words)

Total hourly rate for OPTION B: \$ _____
(Amount in Numbers)

(Amount in Words)

"NO BID" RESPONSE FORM

To submit a "No Bid" response for this project, this form must be completed for your company to remain on our bidders list for commodities/services referenced. If you do not respond your name may be removed from this bidders list.

Note: Please show the solicitation number on the outside of the envelope.

Please check statement(s) applicable to your "No Bid" response –

- Specifications are restrictive; i.e. geared toward one brand or manufacturer only (explain below).
- Specifications are ambiguous (explain below).
- We are unable to meet specifications.
- Insufficient time to respond to the solicitation.
- Our schedule would not permit us to perform.
- We are unable to meet bond requirements.
- We are unable to meet insurance requirements.
- We do not offer this product or service.
- Remove us from your vendor list for this commodity/service.
- Other (specify below).

Comments:

Company Name (as registered with the IRS)

Authorized Signature

Correspondence Address

Printed Name

City, State, Zip

Title

Date

Telephone/Fax /

Terms and Conditions

In submitting a response to this Invitation for Bids, vendors hereby understand the following:

1. All project participants, consultants, engineers, and contractors, must comply with all applicable federal, state laws and RIAC rules and regulations pertaining to contracts entered into by governmental agencies, including non-discriminating employment. Contracts entered into on the basis of submitted bids are revocable if contrary to law.
2. Alternate bids (two or more bids submitted) will be considered for award. RIAC reserves the right to make the final determination of actual equivalency or suitability of such bids with respect to requirements outlined herein.
3. The bids submitted, and any further information acquired through interviews, will become, and are to be considered, a part of the final completed contract. If there is any variance or conflict, the bid specifications, conditions, and requirements shall control.
4. Bidders must hold the bid price for ninety (90) days from bid opening date, and may not withdraw their bid for at least thirty (30) days after the time and date set for the receipt of bids. Prices MUST also be free of federal, state and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the bid. RIAC is Tax Exempt and a certificate will be supplied as required.
5. Bidder MUST return the original attached Response Form as noted previously on the bid due date.
6. Envelopes containing responses must be sealed and marked on the lower left-hand corner with the firm name and address bid number, date, and time.
7. RIAC interprets the term "lowest responsible bidder" as requiring RIAC to: (a) choose between the kinds of materials, goods, wares, or services subject to the bid, and (b) determine which bid is most suitable for its intended use or purpose. RIAC can consider, among other factors, such things as labor cost, service and parts availability, availability of materials and supplies, and maintenance costs of items upon which bids are received. RIAC can determine any differences or variations in the quality or character of the material, goods, wares, or services performed or provided by the respective bidders.
8. RIAC reserves the right to waive any irregularities and to reject any and all bids on any basis without disclosing the reason. RIAC will be the sole judge in determining as equivalent products (if applicable). The successful bidder will be the lowest responsible and responsive bidder. For purposes of this solicitation, the lowest responsible bidder is the firm that RIAC determines meets the specifications at the lowest price.
9. All requested information must be supplied. If you cannot respond to any part of this request, state the reason you cannot respond. You may provide supplemental information, if necessary, to assist RIAC in analyzing your bid.
10. A purchase order and/or contractual agreement constitutes RIAC's offer to the service provider upon the terms and conditions stated herein, and shall become binding meeting the terms set forth herein when it is accepted by acknowledgment or performance.
11. After award, if the successful bidder/supplier refuses or fails to make deliveries of the materials and or services within the times specified in the Invitation for Bids, purchase

order, or contractual agreement, RIAC may, by written notice, terminate the contract OR purchase order.

12. The supplier shall hold and save RIAC, The State of Rhode Island, and its officers, agents, servants/employees harmless from liability of any patented or unpatented invention, process, article, or appliance manufactured, or used in the performance of the contract, including its use by RIAC.
13. Payment of the seller's invoices is subject to adjustment and payment terms are net 30 days following approval by RIAC staff.
14. Procedures respecting bids and the selection of Contractors shall be in conformity with Title 37, Chapter 2 of the General Laws of the State of Rhode Island and RIAC procurement rules.
15. The Bidder agrees that:
 - a. He/she shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, national origin, ancestry, or physical handicap;
 - b. In all solicitations or advertisements for employees, he/she shall include the phrase, 'Equal Opportunity Employer,' or a similar phrase;
 - c. If he/she fails to comply, he shall be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by RIAC;
 - d. If he/she is found guilty of discrimination under a decision, he/she shall be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by RIAC; and,
 - e. He/she shall include the provisions of subsections (a) through (d) inclusively of this paragraph in every subcontract or purchase order so that such provision will be binding upon such subcontractor or vendor.
16. The firm responding to this bid proposes to furnish all materials, labor, supplies, equipment and incidentals necessary to provide the equipment/materials/services described herein in accordance with the, Addenda, Contract, Bonds, Insurance, Plans, Specifications, Mandatory Requirements and Conditions.
17. If a response to this Invitation for Bids is accepted, the Bidder agrees to execute and deliver to RIAC a contract in accordance with the Contract Documents (if applicable) within ten days of notice of the award to the Bidder. The Bidder agrees that the surety/deposit given concurrently herewith shall become the property of RIAC in the event the Bidder fails to execute and deliver such contract within the specified time. In the further event of such failure, the Bidder shall be liable for RIAC's actual damages that exceed the amount of the surety.
18. It shall be understood that time is of the essence in the bidder performance. The bidder agrees that RIAC's damages would be difficult or impossible to predict in the event of a default in the performance hereof; and it is therefore agreed that if the bidder defaults in the performance of the Contract Documents, the bidder shall be liable for payment of the sums stipulated in the Contract Documents as liquidated damages, and not as a penalty.
19. The bidder hereby certifies that he/she has carefully examined all of the documents for

the project, has carefully and thoroughly reviewed this Invitation for Bids, that he/she has inspected the location of the project (if applicable), and understands the nature and scope of the work to be done; and that this bid is based upon the terms, specifications, requirements, and conditions of the Invitation for Bids and documents. The Bidder further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope of the project as aforesaid.

20. All products/services and related equipment proposed and/or affected by acquisitions or purchases made as a result of the response to this document shall be compliant with existing RIAC hardware, software, and applications where applicable. Verification must be provided in the response to this document.
21. The Bidder certifies that this proposal is submitted without collusion, fraud or misrepresentation as to other Bidders, so that all bids for the project will result from free, open and competitive bidding among all vendors.
22. It shall be understood that any bid and any/all referencing information submitted in response to this Invitation for Bids shall become the property of RIAC, and will not be returned. RIAC will use discretion with regards to disclosure of proprietary information contained in any response, but cannot guarantee that information will not be made public. As a governmental entity, RIAC is subject to making records available for disclosure after Board approval of the recommendation.
23. RIAC will not be responsible for any expenses incurred by any vendor in the development of a response to this Invitation for Bids. Further, RIAC shall reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if RIAC has formally accepted a recommendation.
24. Bids must be received prior to the time and dates listed to be considered responsive. RIAC will not "accept" late responses and will return them to the sender. Further, RIAC will NOT: (1) guarantee security of the document received; (2) be held responsible for bids which are NOT legible (and may choose to reject such responses).
25. By submission of a response, the Bidder agrees that at the time of submittal, he/she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Bidder's services, or (2) benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" shall include holding or retaining membership, or employment, on a board, elected office, department or bureau, or committee sanctioned by and/or governed by RIAC. Bidders shall identify any interests, and the individuals involved, on separate paper with the response and shall understand that RIAC, at the discretion of the Purchasing Director in consultation with RIAC Counselor, may reject their bid.
26. Campaign Finance Compliance - Every person or business entity providing goods or services at a cost of \$5,000 cumulated value is required to file an affidavit regarding political campaign contributions with the RI State Board of Elections even if no reportable contributions have been made. (RI General Law 17-27) Forms obtained at Board of Elections, Campaign Finance Division, 50 Branch Avenue, Providence, RI 02904 (401-222-2056).
27. Major State Decision-Maker - Does any Rhode Island "Major State Decision-Maker", as

defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a Five Thousand Dollar or greater cash interest in this business?

For purposes of this question, "Major State Decision-Maker" means:

- (i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in R.I.G.L § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of president, senior vice president, general counsel, director, executive director, deputy director, assistant director, executive counsel or chief of staff;
- (ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff;
- (iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator,

If your answer is "Yes", please identify the Major State Decision-Maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §36-14-16, 17 and 18.

INTERLINK



Jefferson Blvd

Thurber St

Coronado Rd

Glenham Ave

Fresno Rd

Fullerton Rd

Imera Ave

Montebello Rd

369 ft

Vanderbilt Rd

Kilvert St

Ahambra Rd

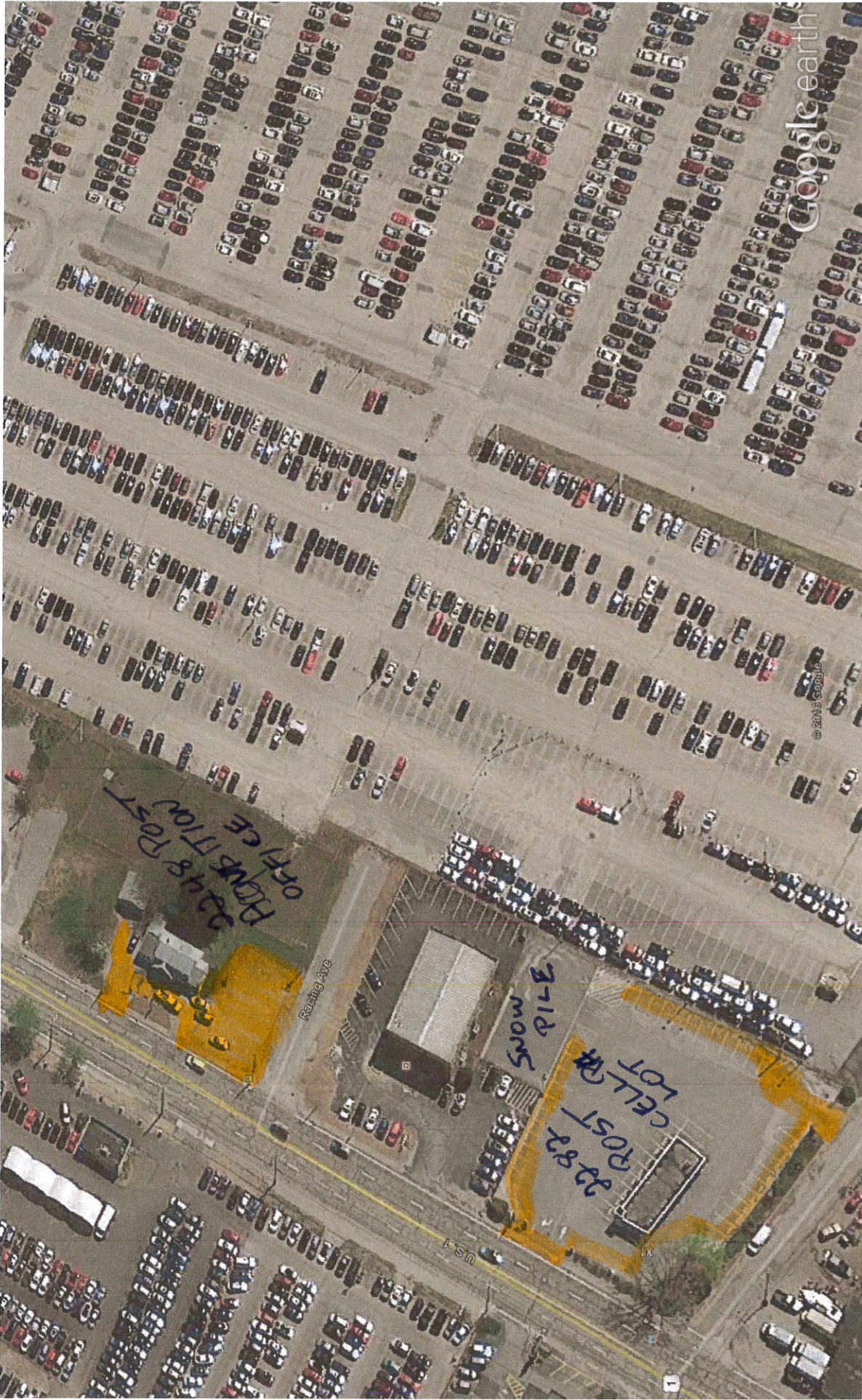
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Google earth

1996

Imagery Date: 4/27/2013

41°43'39.84" N 71°26'30.00" W elev 63 ft eye alt 1657 ft



Google earth

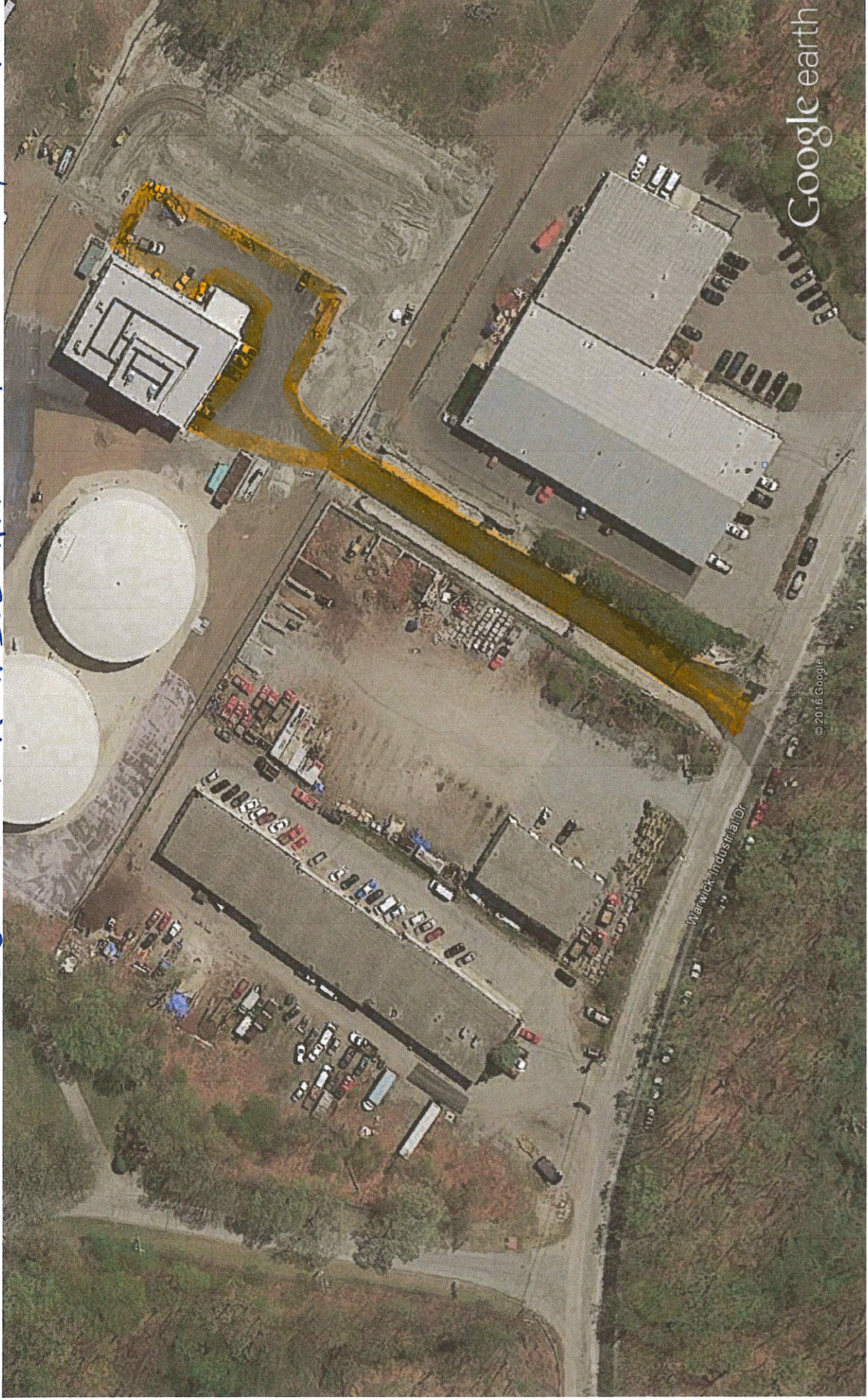
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50 WARWICK INDUSTRIAL DRIVE - GLYCOL FAC.



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