



Rhode Island Airport Corporation

August 6, 2013

**INVITATION FOR BID NO. 25083
ROOF REPAIR SERVICES
HANGAR 2
T. F. GREEN AIRPORT**

INTRODUCTION

The Rhode Island Airport Corporation (RIAC) is soliciting bids to remove and replace roofing on Hangar 2 located at 540 Airport Road, Warwick, RI at T. F. Green Airport.

A pre-bid meeting and site visit will be held at 1:00 p.m., Wednesday, August 14, 2013 at Hangar 2, 540 Airport Road, Warwick R.I. It is strongly recommended that bidders attend the pre-bid conference to familiarize themselves with the Scope of Work and site restrictions. RIAC will not be obligated to schedule site visits after the pre-bid conference. No claims for extra costs shall be allowed because of lack of full knowledge of verifiable conditions.

All attendees must complete the "Visitor Badge Application" (Attachment A) and return no later than August 12, 2013 in order to participate in the site walk-thru following the meeting. Attendees who do not complete this form will not be permitted to attend this portion of the pre-bid conference.

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. Sealed bids will be received at: Rhode Island Airport Corporation, Office of Administration, Attention: Office of Procurement, 3rd Floor, T. F. Green Airport, 2000 Post Road, Warwick RI 02886-1533.

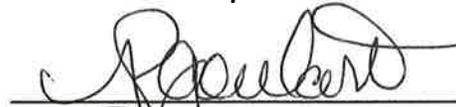
Due date for bids is no later than 2:00 p.m., August 21, 2013, at which time they will be publicly opened. Bids must be in a sealed envelope clearly marked "**IFB No. 25083 – Hangar 2 Roof**". RIAC will not accept late bids under any circumstances. All costs incurred in connection with responding to this Invitation for Bids (IFB) shall be borne by the bidder.

The successful bidder will be the lowest responsible bidder. For purposes of this solicitation, the lowest responsible bidder is the firm that RIAC determines meets the specifications at the lowest price. The successful bidder must hold the bid price for ninety days from bid opening date, and may not withdraw their bid for at least thirty days after the time and date set for the receipt of bids.

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.



Jose DaSilva
AVP Building Maintenance



Jeff Goulart
Purchasing Agent

SPECIFICATIONS

Contract will be required to perform the following services on areas outlined in Exhibit A. RIAC reserves the right to award based on all areas shown or as identified in the bid proposals worksheet. All work must be coordinated with the RIAC designated point of contact prior to commencing.

- Provide all materials and labor necessary to replace the roofing and sheet metal on areas identified in Exhibit A;
- Remove all existing roofing materials and dispose of materials offsite;
- Install and secure a layer of 1.50" Polyisocyanurate insulation (R=9) to the existing roof deck including all required blocking;
- Install a 60 MIL Fully Adhered EPDM roof system over the insulation to meet a FM I-90 wind uplift rating;
- Install metal flashing on walls, pipes, equipment, scuppers, and any other penetrations according to the manufacturers current standard;
- Install new .040 Aluminum Edge, scuppers and downspouts to the perimeter of the roof where necessary;
- The bid specifications as written does not provide allowances for unforeseen conditions;
- Upon final acceptance by RIAC, furnish a 20 year manufacturer warranty with 5 years covering all labor and materials;
- Include in the bid document a proposed Roofing system and the Manufacturer cut sheets for product your firm is offering; and
- Provide all Permits and Licenses required to meet any federal, state or local requirements, to include the standard Federal Aviation Administration Form 7460.

TIME OF COMPLETION

Upon execution of the contract, RIAC will issue a written "Notice-to-Proceed" and work associated with this project shall be completed within **ninety (90) calendar days** from the date of issuance.

INSURANCE REQUIREMENTS

Evidence of the following minimum insurance coverage must be provided prior to award:

- 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 \$10 million excess of \$1,000,000 primary layer for airfield services, otherwise \$5 million.
- e. Errors and Omissions Coverage with minimum limits of \$1,000,000 per occurrence.

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.

BOND REQUIREMENTS:

Payment and Performance Bonds shall be as specified below; only on the Payment and Performance Bond forms, as shown in Exhibit B within this IFB is acceptable.

1. Performance Bond: A good and sufficient Performance Bond in an amount equal to one hundred percent (100%) of the total amount of the Contract, as evidenced by the Bid tabulation or otherwise, guaranteeing the full and faithful execution of the Work and performance of the Contract in accordance with the Contract Documents. This Bond shall guarantee the repair and maintenance of all defects due to faulty materials and workmanship that appear within a period of one (1) year, or as otherwise specified in the Specifications (whichever is greatest), from the date of final completion and written acceptance of the Work by the Owner.

2. Labor and Material Payment Bond: A good and sufficient bond in an amount equal to one hundred percent (100%) of the total amount of the Contract, as evidenced by the Bid tabulation or otherwise, guaranteeing the full and proper protection of all claimants supplying labor and materials in the prosecution of the Work provided for in said Contract and for the use of each such claimant.
 - A. No Sureties will be accepted by RIAC who are now in default or delinquent on any bonds or who are involved in any litigation against RIAC, and/or the State of Rhode Island (State).

 - B. Should any Surety on the Construction Contract be determined unsatisfactory at any time by RIAC, notice will be given the Contractor, and the Contractor shall immediately provide a new Surety, satisfactory to RIAC and at no additional cost to RIAC. The Contract shall not be operative nor will any payments be due or paid until approval of the bonds has been made by RIAC.

 - C. The Bidder shall require the Attorney-in-Fact who executes the required bonds, on behalf of the Surety, to affix thereto a certified and current copy of his Power of Attorney, indicating the monetary limit of such power.

 - D. The cost of the bonds shall be included in the bid.

AIRPORT BADGING REQUIREMENTS

Each employee of the Contractor shall carry an Identification Badge issued by RIAC to be worn in a visible location, as prescribed by the Transportation Security Administration (TSA). The badge is to be worn on their person at all times while performing services on RIAC premises. Contractors will be charged a fee of \$330 for each badge of which \$250 is refundable upon return of each badge.

Identification Badges may not be issued until the Contractor has complied with RIAC and TSA requirements regarding the issuance of Identification Badges including a background check of each prospective employee.

The Contractor shall provide a personal history form for each prospective employee assigned to the contract. Information is to include a 10-year background check as required by the TSA.

CONTRACT AGREEMENT

RIAC's standard Contract Agreement is attached hereto and incorporated herein by this reference as Exhibit C. RIAC expects the bidder to execute this Agreement

OTHER REQUIREMENTS:

1. Bidders must comply with Title VI of the Civil Rights Act of 1964, the federal Davis-Bacon Act, the federal Anti-Kickback Act, and the federal Contract Work Hours and Safety Standards Act.
2. Bidders must comply with all state laws and local ordinances, except that any preferential consideration of local in-state bidders is not allowed.
3. Bidders shall be licensed as a General Contractor in the State of Rhode Island and will hold all Trade Contracts on the Project.
4. Trade Contractors (sub-contractors to the General Contractor) shall be qualified to perform the work contracted for and shall be licensed as such in the State of Rhode Island.

**IFB 25083
ROOF REPAIR SERVICES
HANGAR 2
T. F. GREEN AIRPORT**

Responses are **due no later than 2:00 p.m., August 21, 2013** 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.

Firm Name _____

Contact _____

Signature _____ Title _____

Address _____ City/State _____ Zip _____

Phone _____ Fax _____ Hours _____

Taxpayer I.D. Number _____

Company Web Site Address _____ E-Mail _____

General Nature Of Business _____

Type or Organization (check one):

Sole Proprietorship ____ Partnership ____ Incorporated ____ Public Corporation ____
Private Corporation ____

Minority Business Enterprise ____ Woman-Owned Business Enterprise ____
Small Business Enterprise ____

Manufacturer ____ Distributor ____ Retail ____ Dealer ____ Service ____

Number Of Locations _____ Number Of Persons Employed _____

We Acknowledge Receipt Of These Addenda: No.____, Dated ____; No. ____ , Dated ____

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.

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

1. Any additional information necessary to assist RIAC in evaluating your bid may be listed here.

2. Provide references from at least (3) companies, which have received the proposed or similar services.

c. Name of Facility, Group, Organization or Firm _____
 Address _____ Contact Person _____
 Phone Number _____

c. Name of Facility, Group, Organization or Firm _____
 Address _____ Contact Person _____
 Phone Number _____

c. Name of Facility, Group, Organization or Firm _____
 Address _____ Contact Person _____
 Phone Number _____

3. List any deviations from the SPECIFICATIONS and MANDATORY REQUIREMENTS section in this document. An explanation must be provided below and documentation provided to verify compliance with the minimum specifications on a similar or equivalent basis.

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

**IFB 25083
ROOF REPAIR SERVICES
HANGAR 2
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PRICING INFORMATION IN WORDS AND NUMBERS

Where a discrepancy occurs between the prices quoted in words and in numbers, the figure quoted in words shall take precedence and govern in determining final costs or award of contract.

RIAC selection will be based on the lowest responsive bidder.

BASE BID:

1. Cost of Area D: \$ _____
(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. Prices offered may not be withdrawn for a period of ninety days immediately following the opening of this Bid. 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.
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. 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.
9. 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.
10. 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.
11. 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.

12. Payment of the seller's invoices is subject to adjustment.
13. 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.
14. RIAC shall retain the right to reject any and/or all bids received, and responses to this and/or related documents, if determined to be non-responsive in any form, or if determined to be in the best interest of RIAC.
15. 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.
16. 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.
17. 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.
18. 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.

19. 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.
20. 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.
21. 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 can not 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.
22. 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.
23. RIAC will accept responses transmitted via facsimile unless stated to the contrary within this document. 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); and, (3) guarantee that the receiving facsimile machine will accept transmission or that phone lines are functioning and available for transmission. Submitting a response via facsimile does NOT relieve the Bidder of: (1) responsibilities stated in the document (such as attendance at a mandatory pre-proposal conference); (2) providing non-paper informational items which must be returned with the response (diskettes, large drawings, photographs, models, etc.); and, (3) providing original copies of bid sureties (bonds, certificates of insurance, etc.)
24. 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.
25. 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).

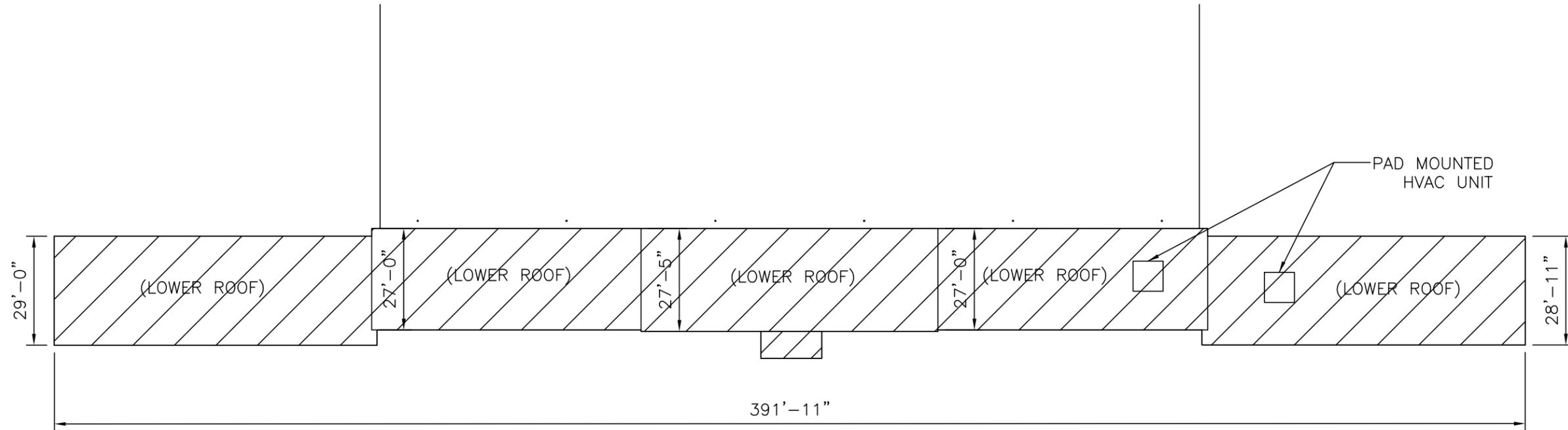
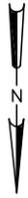
26. Major State Decision-Maker - Does any Rhode Island "Major State Decision-Maker", as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a Five Thousand Dollar or greater cash interest in this business?

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.

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ROOF "D" = 11,074 SQ. FT.

REVISION NUMBER	REVISION DATE	DESCRIPTION



Rhode Island Airport Corporation
T.F. GREEN AIRPORT
 WARWICK, RHODE ISLAND

SHEET TITLE			
ROOF "D" PLAN			
DESIGNED	DRAWN	CHECKED	APPROVED
	MPS	JD	JD
SCALE 1/32"=1'-0"		PROJECT NO.	
DATE: 11/16/12		SHEET R-D	

EXHIBIT 'C'

CONTRACT AGREEMENT

For

**Hangar 2 Roof Repairs
T. F. Green Airport
Contract No. 25083**

This Contract Agreement, executed in the City of Warwick, in the State of Rhode Island this ___ day of _____, 20__ between the Rhode Island Airport Corporation (RIAC), hereinafter called "OWNER" and _____ hereinafter called "CONTRACTOR".

WITNESSETH:

That for and in consideration of payments, hereinafter mentioned, to be made to the CONTRACTOR by the OWNER, the CONTRACTOR agrees to furnish all equipment, machinery, tools and labor; to furnish and deliver all material required to be furnished and delivered in and about the improvements and to do and perform all work in the performance of _____ (the "PROJECT") in strict conformity with the provisions of this AGREEMENT, as defined in the Contract Documents for **Hangar 2 Roof Repairs, RIAC Contract No. 25083 at T. F. Green Airport, Warwick, Rhode Island**, General Instructions to Bidders, the Drawings and Specifications and **(ENTER ADDENDA NO & DATE, if applicable)** approved by the Owner for this project. These said documents are hereby made a part of this AGREEMENT as fully and to the same effect as if the same had been set forth at length in the body hereof.

As security for the full and faithful performance of this AGREEMENT and all the incidents thereto, the CONTRACTOR has made and furnished contract bonds with **(ENTER BOND AGENCY AND ADDRESS)** _____ as surety, which is accepted by the OWNER and made a part of this AGREEMENT.

In consideration of the foregoing premises, the OWNER agrees to pay the Contractor such unit prices for the work actually done as set out in the CONTRACTOR's Schedule of Prices for the bid amount of **(ENTER DOLLAR VALUE IN WORDS) (\$ENTER DOLLAR VALUE IN NUMBERS)**, in the manner provided in the Contract Documents cited above.

The CONTRACTOR shall be prepared to begin the work to be performed under this AGREEMENT within ten (10) days of a written "Notice to Proceed" as provided by the OWNER for each property address and to fully complete the home within **ninety (90) calendar days**, as detailed in the General Specifications of the Contract Documents. The work shall be prosecuted from as many different points, in such part or parts and at such times as may be directed by the OWNER, and shall be conducted in such a manner and with such materials, equipment, and labor as are considered necessary by the OWNER to insure its completion within the time set forth in the proposal. Should the prosecution of the work for any reason be discontinued by the CONTRACTOR, with the consent of the OWNER to such work stoppage, the CONTRACTOR shall not recommence work unless CONTRACTOR has given the OWNER at least forty-eight (48) hours prior to written notice.

IN WITNESS WHEREOF, the parties to these presents have caused this AGREEMENT to be executed in their names and on their behalf as of the date first written above.

RHODE ISLAND AIRPORT CORPORATION

Witnessed:

By: _____

Name: _____

Title: President and CEO

(ENTER CONTRACTOR'S NAME)

Witnessed:

By: _____

Name: _____

Title: _____