

# RHODE ISLAND PUBLIC TRANSIT AUTHORITY

Invitation for Bid Number 15-11

ADDENDA ONE: NOVEMBER 20, 2014

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## Acknowledgment of Addenda

The undersigned acknowledges receipt of the following addenda to the bidding document:

**THE COMPLETED ACKNOWLEDGEMENT OF ADDENDA FORM  
SHOULD BE RETURNED WITH BID RESPONSE PACKAGE: NOT  
SENT TO RIPTA SEPARATELY**

NOTE: Failure to acknowledge receipt of all addenda may cause the bid to be considered non-responsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the bid.

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Name of Bidder

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Street Address

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City, State, Zip

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Signature of Authorized Official

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Date

# **RHODE ISLAND PUBLIC TRANSIT AUTHORITY**

**Invitation for Bid Number 15-11**

**ADDENDA ONE: NOVEMBER 20, 2014**

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Please be advised that a tour of RIPTA's facilities for the purpose of viewing the Sprinkler Systems and their components. That will be the sole purpose of the meeting. The only questions entertained will be specific to the technical components of the respective system, **no other questions will be entertained.**

The meeting will be held at **9:30 am on December 3, 2014.** The meeting will commence at RIPTA's Newport location. 350 Coddington Highway, Middletown, RI. It will then proceed to RIPTA's Kennedy Plaza location, ending at the Elmwood Campus. Due to the unknown amount of attendees and detail required, we are unable to estimate how long we will be at each facility.

The bid response deadline has been extended until **December 18, 2014 at 1:00 pm**

Attached please find minutes of Pre-Bid Meeting held November 18, 2014 and revisions to the Technical Specifications:

**RHODE ISLAND PUBLIC TRANSIT AUTHORITY**  
**Invitation for Bid Number 15-11**  
**REVISIONS TO TECHNICAL SPECIFICATION**

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**V. GENERAL PROVISIONS**

**XX. Background Check**

Employees of the Successful Vendor that in the course of performance of this contract will be on any of RIPTA's Properties may be subject to a Criminal Background Check.

**XXXII. SCOPE OF WORK**

**F. Basis of Award**

The contract will be awarded to the responsible, responsive bidder(s) who submits the lowest cost. The Authority reserves the right to award the contract to a single vendor or a combination of vendors, whichever is in the best interest of the Authority.

The lowest cost will be calculated utilizing the following method:

The four hourly rates will be averaged to determine an "Average Hourly Rate"

The "Average Hourly rate will be multiplied by the estimated number of labor hours for repairs. The Authority estimates 50 labor hours per year. This will result in the "Total Labor Cost". The 50 labors hours are estimated, the actual number of hours will vary. This number does not consist of a guaranteed number of labor hours.

The Total Labor cost will be added to the Annual Inspection Fee. This will be "Total Annual Cost".

The Total Annual Cost will be multiplied by the Annual Percentage Increase for option years to determine the cost for option years.

The Bid will be awarded based upon the lowest average cost for the base year and option years awarded.

**RHODE ISLAND PUBLIC TRANSIT AUTHORITY**  
**Invitation for Bid Number 15-11**  
**BID PRICE SUBMITTAL WORKSHEET: REVISED**

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**XXXIII. BID PRICE SUBMITTAL WORKSHEETS**  
**BASE Contract Period February 1, 2015 to January 31, 2016**

Vendor:

<b>Sprinkler System Inspection, Maintenance, Testing and Repair</b>		
<b>Year One (Please refer to Section 16 a-e)</b>		
<b>Item No.</b>	<b>Item</b>	<b>Cost</b>
1	Hourly Service Rate for Non-Emergency Work During Normal Business Hours (Monday through Friday 7:00 a.m. to 5:00 p. m)	
2	Hourly Service Rate Non-Emergency Work outside of Normal Business Hours to include weekends, and holidays	
3	Hourly Service Rate for normal business hours EMERGENCY Work (Monday through Friday 7:00 am to 5:00 pm)	
4	Hourly Service Rate <b>Emergency Work</b> outside of Normal Business Hours to include weekends and holidays	
5	Annual Fee for Sprinkler Inspection and Fire Pump Testing as specified.	

**Year Two: February 1, 2016 to January 31, 2017**

\_\_\_\_\_ Per cent Increase

**Year Three: February 1, 2017 to January 31, 2018**

\_\_\_\_\_ Per cent Increase

**Year Four: February 1, 2018 to January 31, 2019**

\_\_\_\_\_ Per cent Increase

**Year Five: February 1, 2019 to January 31, 2020**

\_\_\_\_\_ Per cent Increase

**RHODE ISLAND PUBLIC TRANSIT AUTHORITY**  
**Invitation for Bid Number 15-11**  
**MINUTES OF PREBID MEETING: NOVEMBER 19, 2014**

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The meeting came to order at 1:02 p.m. Michael J. M<sup>c</sup>Grane, RIPTA Contracts Manager welcomed all those present. Mr. McGrane introduced RIPTA Personnel present. Mr. M<sup>c</sup>Grane gave a brief background of the specifications for the Proposal Package and the purpose of this meeting. Mr. McGrane asked those present to identify themselves when asking questions.

Michael M<sup>c</sup>Grane cautioned prospective bidders to be diligent when completing the required forms, to pay attention to the details such as the required number of copies needed. Vendors need only to submit the required forms listed in the Proposal Package on page 44. Vendors having difficulty completing the required forms are encouraged to contact the Michael McGrane for guidance. He also cautioned bidders not to procrastinate when filling out the paperwork. RIPTA Staff have busy schedules, therefore may not always be available for last minute questions

Michael M<sup>c</sup>Grane also reminded those present to pay particular attention to the Insurance Requirements listed on Pages 66 and 67 of the Bid Package. They are not the same requirements utilized by other State Agencies.

Michael M<sup>c</sup>Grane informed those present that there were a couple of revisions to the existing specification that mandated a new bid.

1. The Sprinkler Contractor must have a RI Licensed Fire Alarm Technician as part of team performing inspections and repair work. The Fire Alarm Technician will be responsible for disabling and restoring the Fire Alarm System
2. The Authority has added Monthly Testing of the Chafee Building Fire Pump to the Specifications. RIPTA Staff will conduct weekly testing
3. The Dates in the Bid Price Submittal Table will be corrected.
4. The Authority will explain the method of calculating the total bid cost through addenda.

The meeting was opened to questions from the various participants: Mr. Ernest Mellin, of Fire Equipment, Inc requested a walkthrough of the facilities.

Michael M<sup>c</sup>Grane, RIPTA stated that RIPTA will schedule a walkthrough and notify prospective bidders through an addenda.

There being no further business, the meeting adjourned at 1:35 p.m.

Respectfully submitted  
Michael J. M<sup>c</sup>Grane  
Contracts Manager