



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of  
Administration DIVISION  
OF PURCHASES  
One Capitol Hill  
Providence, RI 02908-  
5855

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

**CONTRACT USER GUIDE  
CARPET CLEANING  
MASTER PRICE AGREEMENT ("MPA") #387  
BID SOLICITATION # 7549553  
CONTRACT TERM 7/1/15 -6/30-18  
WITH 0 OPTION TO RENEW FOR 0 ADDITIONAL TERM**

**CONTRACT SUMMARY:**

Our goal is to produce bid solicitations that yield the best outcomes for users.

**WORK SPECIFICATIONS:**

Please review the attached GENERAL REQUIREMENTS that were part of the bid solicitation. These vendors have met all of the qualifications.

**WHO CAN USE THIS CONTRACT:**

STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi- public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).

**FOR EACH PROJECT STATE AGENCIES ARE REQUIRED TO:**

- Use Written Format to Solicit Written Quotes from all Vendors (ex. email, facsimile).
- Require Vendor's Written Quote to be Itemized in accordance with the line items in the purchase agreements
- Acquire Written Approval from the Division of Purchases for Any Project Anticipated to Exceed \$5,000. Upon Agency awareness of the exceptional cost, the Agency should submit a written request for approval to: [John.OHara@purchasing.ri.gov](mailto:John.OHara@purchasing.ri.gov) and include the following information: a detailed explanation as to whether this is an emergency situation or not. .
- Request the Division of Purchases to Solicit Any Project Anticipated to Exceed \$5,000.

**WORK ORDER CAPS and PAYMENT ITEMS:**

- Work Orders are capped at \$5,000
- Payment will be on a time and material basis, with the rates to be as listed on the Purchase Agreement.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of  
Administration DIVISION  
OF PURCHASES  
One Capitol Hill  
Providence, RI 02908-  
5855

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

**STATE AGENCY SPECIAL INSTRUCTION:**

- Review all data, including terms and conditions. For clarification or questions and concerns contact the buyer directly; contact information is provided below.

**VENDOR AWARDS CONTACT INFORMATION:**

**Purchase Order #3427098**

**Vendor Name:** Legacy Cleaning Services Ltd.  
New Wally Akinkuowo  
Accounts 401-351-2822  
**Contact** [legacycleaning@gmail.com](mailto:legacycleaning@gmail.com)  
**Name: Tel:**  
**Email:**

**Purchase Order #3427099**

**Vendor Name:** State Sales Inc.  
New Stephen Fallon  
Accounts 401-781-5800  
**Contact** [staterugcompany@aol.com](mailto:staterugcompany@aol.com)  
**Name: Tel:**  
**Email:**

Note that MPA Award Webpages identify MPA Purchase Orders/Agreements that are a Certified Minority Business Enterprise at the time of award (Ref: Purchases Business Processes <http://www.purchasing.ri.gov/StateAgencyInfoCenter/AgencyLogin.aspx>].



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of  
Administration DIVISION  
OF PURCHASES  
One Capitol Hill  
Providence, RI 02908-  
5855

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

**ALL ATTACHMENTS ARE DENOTED BY AND APPEAR IN THE FOLLOWING ORDER:**

- CONTRACT USER GUIDE
- CHANGE ORDER # Chose an Item TO ORIGINAL PURCHASE
- ALL PRIOR CHANGE ORDERS TO ORIGINAL PURCHASE  ORIGINAL PURCHASE ORDER (VENDOR AWARD)
- VENDOR AMENDMENT/S
- PRODUCT AND PRICING (IF NOT INCLUDED ON PURCHASE ORDER)
- SPECIAL INSTRUCTIONS  TERMS AND CONDITIONS
- SUPPLEMENTAL ANALYSIS INFO - SEE MPA SEARCH RESULTS WEBPAGE
- OTHER -DESCRIPTION:

**DIVISION OF PURCHASES CONTACT:**

Name: John F. O'Hara II Title: Chief Buyer  
Tel: (401) 574-8125  
Email: [john.ohara@purchasing.ri.gov](mailto:john.ohara@purchasing.ri.gov)



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
DIVISION OF PURCHASES  
One Capitol Hill  
Providence, RI 02908-5855

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

Master Price Agreement # 387

GENERAL REQUIREMENTS

Provide labor and materials to clean carpeting, tile and grout in State of Rhode Island owned or leased buildings.

The method of cleaning of carpet will be within standards specified by the Institute of Inspection Cleaning and Restoration 8100 (IICRC100). All vendors must be an IICRC certified firm.

All technicians of the certified firms must be trained in carpet cleaning and be able to produce certification of training to any State agency requesting carpet cleaning services. The vendor must ensure that all employees cleaning carpets carry current IICRC certification.

The preferred method of carpet cleaning is the high pressure steam extraction. The vendor must employ truck-mounted hot steam rotary extraction with a dual-wand system with pressure up to 2500 PSI and temperature up to 230 degrees Fahrenheit. Portable units may be used only if the unit meets the heat and psi requirements of the truck mount and is approved by the representative of the agency.

The following additional specifications are required for all vendors participating in MPA#387:

1. The vendor must be prepared to work for small carpet cleaning projects, sometimes as little as 100-200 sf.
2. Carpet cleaning notification will be made no less than three days before the vendor is required to provide services unless in the case of emergency. In case of emergency one day notification will be for next day service.
3. Vendor will be required to move or remove all furniture in Group Homes only. In offices miscellaneous chairs or tables which can be move will be moved by the vendor. In all cases furniture is to be returned to its original location. All furnishings placed on damp carpet are to be tabbed or foam blocked to protect the furnishings and carpet from damage. (See URI requirement below).
4. All carpet is to be vacuumed and spot cleaned, including gum removal, prior to cleaning of carpet.
5. All heavily soiled traffic areas are to be pre-treated with solutions which contain the green seal designation. Heavily soiled areas are to be cleaned with hot steam rotary extractor then cleaned with hot steam extraction. Carpet pile should be even when carpet cleaning is complete.
6. The vendor must be prepared to apply Scotch Guard (or equivalent carpet protection), if requested.
7. The vendor must be prepared to apply an antimicrobial agent, if requested.
8. The vendor may be required to provide dehumidifiers, if requested.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
DIVISION OF PURCHASES  
One Capitol Hill  
Providence, RI 02908-5855

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

9. All carpet cleaning on lightly soiled carpet should be pretreated with solution which contains the green seal designation. Hot steam extraction is the only approved method of carpet cleaning.
10. Tile and grout cleaning by be completed by hot steam extraction with spinner tool and the ability to achieve 1000psi of pressure as needed. Tile and grout must be pretreated with green seal solutions. All water must be extracted and the tile wet mopped with white vinegar solution to remove all residue.
11. Carpet protection may be required for specific carpets which will be authorized by the agency requesting the carpet cleaning prior to cleaning carpets and applied while carpets are damp.
12. To ensure proper drying of carpets vendors will be required to use air movers to assist in the drying process. Any air movers provided to the agency for drying of carpets will be at the cost of the vendor. The agency will not be required to pay daily rental for the air movers. All vendors will need to sign in at the agency receive carpet cleaning as directed by the individual agency.
13. All vendors must notify the designee of each agency for inspection and sign off of any work completed. Billing for work completed will not be approved without proper authorization

In addition to the above requirements, vendors called to work at the University of Rhode Island are required to:

- A. The vendor must be prepared to report to campus as early as 5:00 AM.
- B. The vendor must be prepared to move larger and more varied/numerous items of furniture, if requested.
- C. URI carpets are to be cleaned by a truck-mounted unit, not a mobile unit.

Vendors invoicing shall reflect only the actual areas completed. The vendor must invoice for actual carpet cleaned, not for areas that are not cleaned (i.e. under cabinets, desks, copiers etc.). Any area considered to be an authorizing agency representative to be unsatisfactorily completed shall be rescheduled at the vendor's expense. Vendor must notify the agency within 24 hours if any work area is inaccessible.

# Award RFQ: Carpet Cleaning, MPA-387

RFQ 7549553	Quotes Received 3
Close Date 6/1/2015 11:00	Active Quotes 3
RFQ Currency USD	Shortlisted Quotes 3

## Line Summary

Line	Item Rev	Supplier	Unit	Estimated Quantity	Rank	Quote Price	Quote Number	Line Type
1	MPA-387 7/1/15 - 6/30/18 Pre-Treatment and Hot	MARTINS MAINTENANCE INC	Square Foot	2000	1	0.13	2424163	Goods
1	MPA-387 7/1/15 - 6/30/18 Pre-Treatment and Hot	LEGACY CLEANING SERVICES L	Square Foot	2000	2	0.2	2424162	Goods
1	MPA-387 7/1/15 - 6/30/18 Pre-Treatment and Hot	STATE SALES INC	Square Foot	2000	3	0.34	2424164	Goods
2	MPA-387 7/1/15 - 6/30/18 Hot Water Steam Extra	MARTINS MAINTENANCE INC	Square Foot	300000	1	0.11	2424163	Goods
2	MPA-387 7/1/15 - 6/30/18 Hot Water Steam Extra	LEGACY CLEANING SERVICES L	Square Foot	300000	2	0.16	2424162	Goods
2	MPA-387 7/1/15 - 6/30/18 Hot Water Steam Extra	STATE SALES INC	Square Foot	300000	3	0.24	2424164	Goods
3	MPA-387 7/1/15 - 6/30/18 Carpet Protectant Appli	MARTINS MAINTENANCE INC	Square Foot	180000	1	0.01	2424163	Goods
3	MPA-387 7/1/15 - 6/30/18 Carpet Protectant Appli	LEGACY CLEANING SERVICES L	Square Foot	180000	2	0.039	2424162	Goods
3	MPA-387 7/1/15 - 6/30/18 Carpet Protectant Appli	STATE SALES INC	Square Foot	180000	3	0.1	2424164	Goods
4	MPA-387 7/1/15 - 6/30/18 Hot Water and Spinner	MARTINS MAINTENANCE INC	Square Foot	60000	1	0.11	2424163	Goods
4	MPA-387 7/1/15 - 6/30/18 Hot Water and Spinner	LEGACY CLEANING SERVICES L	Square Foot	60000	2	0.3	2424162	Goods
4	MPA-387 7/1/15 - 6/30/18 Hot Water and Spinner	STATE SALES INC	Square Foot	60000	3	0.3	2424164	Goods
5	MPA-387 7/1/15 - 6/30/18 Tile Grout Sealer Applic	MARTINS MAINTENANCE INC	Square Foot	1	1	0.05	2424163	Goods
5	MPA-387 7/1/15 - 6/30/18 Tile Grout Sealer Applic	STATE SALES INC	Square Foot	1	2	0.15	2424164	Goods
5	MPA-387 7/1/15 - 6/30/18 Tile Grout Sealer Applic	LEGACY CLEANING SERVICES L	Square Foot	1	3	0.35	2424162	Goods
6	MPA-387 7/1/15 - 6/30/18 Cost to applyScotch Gu	MARTINS MAINTENANCE INC	Square Foot	1	1	0.01	2424163	Goods
6	MPA-387 7/1/15 - 6/30/18 Cost to applyScotch Gu	LEGACY CLEANING SERVICES L	Square Foot	1	2	0.039	2424162	Goods
6	MPA-387 7/1/15 - 6/30/18 Cost to applyScotch Gu	STATE SALES INC	Square Foot	1	3	0.1	2424164	Goods
7	MPA-387 7/1/15 - 6/30/18 Cost to apply an antimic	MARTINS MAINTENANCE INC	Square Foot	1	1	0.01	2424163	Goods
7	MPA-387 7/1/15 - 6/30/18 Cost to apply an antimic	STATE SALES INC	Square Foot	1	2	0.1	2424164	Goods
7	MPA-387 7/1/15 - 6/30/18 Cost to apply an antimic	LEGACY CLEANING SERVICES L	Square Foot	1	3	0.16	2424162	Goods