



Solicitation Information
29 September 06

RFQ # 7002411

**TITLE: Survey all quarries within the State of Rhode Island
(Blasting Survey Services)**

Submission Deadline: 19 Oct. 06 @ 1:40 PM (Eastern Time) (1340L)

Questions concerning this solicitation may be e-mailed to the Division of Purchases at questions@purchasing.state.ri.us no later than **5 Oct. 06 @ 12:00 Noon** (Eastern Time). Please reference the RFQ # on all correspondence and send questions in a *Microsoft Word format*. Questions received, if any, will be answered and posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No BOND REQUIRED: No
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Jerome D. Moynihan, C.P.M., CPPO
Administrator of Purchasing Systems

**Vendors must register on-line at the State Purchasing Website at
www.purchasing.state.ri.us.**

NOTE TO VENDORS:

Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

SECTION 1 – INSTRUCTIONS AND NOTIFICATIONS TO OFFERERS:

The Rhode Island Department of Administration/Division of Purchases, on behalf of the State Fire Marshall is soliciting proposals for survey services from qualified OFFERERS, and in accordance with the terms of this Request for Quotations and the State's General Conditions of Purchase, which is available at www.purchasing.ri.gov

To access the State's General Conditions of Purchase, enter our website, click on RIVIP, then click on General Information and then click on Rules and Regulations. Once the Rules and Regulations are displayed, scroll to the bottom of the page and double click on Appendix A, which contains the State's General Conditions of Purchase.

The scope of work is described herein.

Potential Offerers are advised to review all sections of this solicitation carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.

The state reserves the right to award to one or more offerer. The State also reserves the right to award this project based on pricing alone.

All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content shall be borne by the offerer. The State assumes no responsibility for these costs.

Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

All pricing submitted is to be considered fixed, unless otherwise indicated herein.

Proposals misdirected to other State locations or which are otherwise not present in the Office of Purchases at the time of opening for any cause will be determined to be late and will not be considered.

It is intended that an award pursuant to this request will be made to a prime contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontractors are permitted, provided that their use is clearly indicated in the OFFERER's proposal, and that the subcontractor(s) proposed to be used are identified in the proposal.

In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). *This is a requirement only of the selected vendor(s).*

Bidders are advised that all materials submitted to the State of Rhode Island for consideration in response to this RFQ will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.

Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFQ

The offerer should be aware of the State's Minority Business Enterprise (MBE) requirements, which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. For further information, contact the MBE Administrator, at (401) 222-6253 or visit the website at <http://www.rimbe.org>

SECTION 2 – SCOPE OF WORK

BACKGROUND AND PURPOSE

Intent

The purpose of this request is to solicit proposals from companies that are qualified in the blasting field to conduct a study of all quarries in the State of Rhode Island. To solicit proposals from qualified firms to conduct surveys of the seven (7) quarries in the State of Rhode Island beginning the largest and to make recommendations to the State Fire Marshal. To reduce ground vibrations, air shock regarding perspective blasting. To make other recommendations regarding all blasting operations to enhance the present procedures, to insure safety and security throughout this inherently dangerous business.

An award (s) resulting from this Request will be subject to the State's General Conditions of Purchase, which are available through the Internet at www.purchasing.ri.gov.

The selected Contractor will provide services for a period of *one (1) year, renewable at the sole option of the State for a maximum of two (2) additional twenty-four (24) month periods.* **(Your contract period will be left up to you. This 1 year contract with two 2 year options allows the State to escape from the contract in the event that the selected vendor does not meet our expectations)**

SPECIFIC REQUIREMENTS

The vendor must possess extensive prior experience in the design and implementation of blasting plans for quarry operations.

The contractor must possess extensive expertise of not less than 20 years in the cutting edge science, design, and implementation of blasting operations and plans.

The contractor will study the quarries blasting operations (not to exceed one year) and make recommendations to the State Fire Marshal.

The contractor will identify the blasting industry's "best practices" and then evaluate Rhode Island quarry operations to determine how they compare to these "best practices" in the use of available technologies and equipment.

GENERAL DESCRIPTION

There have been numerous complaints throughout the State of Rhode Island from quarry neighbors regarding blasting. Many neighbors have complained about the blasting and resulting vibrations. Some of the neighbors have alleged their homes have been damaged as a result of the blasting. Phase I of the study for 2006 will examine the largest quarry of the seven in the State of Rhode Island. With this study we will attempt to resolve concerns we have had state wide. Additional proposals at the completion of this work with scope of work and costs for in depth studies of other quarries will be requested in the future.

The purpose of our work for 2006 will be to review blasting logs and seismograph reports from the selected quarries and review ongoing blasting and vibration monitoring procedures. To conduct independent blast vibration monitoring and dynamic crack gage monitoring, and then comment on the effectiveness of ongoing mitigation measures and make recommendations regarding additional measures which might be taken to minimize impacts of the blasting on the neighbors. It will also examine homes which have made damage claims, visit the homes to observe the damage, make recommendations as to additional monitoring at those homes, such as dynamic crack gage monitoring, and then provide opinions as to whether the damage resulted from the blasting.

GENERAL SCOPE OF WORK TO BE PREFORMED

1. Visit the selected quarries to observe existing conditions, including quarry high walls and benches, to observe blasting procedures and to observe seismograph locations and set up procedures. To make recommendations as required for changes in procedures or additional measures, which might be taken to reduce the impacts of blasting on the nearby residents.
2. Review available blast logs and seismograph-monitoring reports prepared by the quarry's blasting contractor for previous blasting at the site.
3. To meet with the affected neighbors to listen to and understand the nature of their complaints, and to visit some of the houses where there is alleged damage from the blasting.

4. Install engineering seismographs, dynamic crack gages, and static crack gages at two selected residences near the quarry and conduct independent blast vibration monitoring and crack gage monitoring at those residences. (Assume monitoring for an eight-week period, with two seismographs, two dynamic crack gages, and several static crack gages at each residence.)
5. Prepare a written report of all findings regarding the blasting practices at the selected quarry and present recommendations for reducing impacts on the residents surrounding the quarry.
6. Meet with the State Fire Marshal and others to discuss our findings and recommendations. We will also make a presentation of the findings at a neighborhood meeting.
7. Conduct a training seminar for the State Fire Marshal's Office on blasting procedures and reducing impacts from blasting procedures and interpretation of seismograms, and methods to reduce ground vibrations and air blast in quarry blasting and construction blasting.

PROJECT KEY COMPONENTS

In order to conduct the study effectively the chosen contractor's authority will include but not be limited to (not including the expenditure of funds):

- Visit selected quarries and review on-site operations.
- Review current blasting operations and past seismograph readings
- Visit residents in the area surrounding the quarries and ascertain their concerns
- Determine the geology of the rock formations and determine best method to fracture the rock
 - Suggest blast patterns that will produce a minimal amount of ground vibration and air shock. i.e. to a perceptible level on a consistent basis.
 - To collect and study any and all data of each quarry's operations.

The successful Contractor shall be solely responsible for meeting all terms and conditions specified in the request for LOI or Proposal, and any resulting contract. The use of any subcontractors or other contractors must receive prior approval by the State. The Rhode Island Department of Administration shall reserve the right to clarify the terms and conditions of any proposal submitted. The contractor recommended for this award will be notified by the Department of Administration. A contract will be developed in cooperation with the Rhode Island State Department and Administration and the award recipient that will incorporate a final work plan and schedule.

PROPOSAL QUESTIONS & SUBMISSION

Questions, in **Microsoft Word Format**, concerning this solicitation, may be e-mailed to the Division of Purchases at questions@purchasing.state.ri.us no later than the date & Time

indicated on page 1 of this solicitation. Please reference the RFQ # on all correspondence.

Responses to questions received, if any, will be provided, as an Addendum to this RFQ, and posted on the Rhode Island Division of Purchases website at (www.purchasing.ri.gov). It is the responsibility of all interested parties to download this additional information. *If technical assistance is required to download, call the Help desk at (401) 222-2142, ext. 134.*

Responses to this solicitation to provide the required services must be received by the Division of Purchases **on or before the date & time indicated on page one of this document.**

Responses (a clearly marked original plus four (4) copies should be mailed or hand-delivered in a sealed envelope marked “RFQ 70024111: Survey of Quarries” to:

RI Dept. of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or which are otherwise not presented in the Division of Purchases by the scheduled due date and time will be determined to be late and may not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The “official” time clock is located in the reception area for the Division of Purchases. **(Please be advised that Fedex/UPS do not always arrive by 10:30 am, you would be smart to send your submission to arrive at least one day early)**

RESPONSE CONTENTS

Responses should include the following:

- A completed and signed three-page RIVIP generated bidder certification cover sheet (downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov)
- A completed and signed W-9 Form downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov
- A separate, signed and sealed, Cost Proposal reflecting the fee structure proposed for this scope of service **(Phase II, for applicants that are “short-listed”**
- A *separate* Technical Proposal describing the background, qualifications, and experience with and for similar programs, as well as the work plan or approach proposed for this requirement.

- In addition to the multiple hard copies of proposals required, Respondents are requested to provide their proposal in electronic format (CDRom or Diskette). Microsoft Word / Excel OR PDF format is preferable. Only 1 electronic copy is requested.

EVALUATION CRITERIA

Responses will be evaluated in two parts. Part one will require the technical submission and will be evaluated on the following criteria:

The Technical Proposal must contain the following sections:

a. Executive Summary

The Executive Summary is intended to highlight the contents of the Technical Proposal and to provide State evaluators with a broad understanding of the offeror's technical approach and ability.

b. Offeror's Organization and Staffing

This section shall include identification of all staff and/or subcontractors proposed as members of the project team, and the duties, responsibilities, and concentration of effort which apply to each (as well as resumes, curricula vitae, or statements of prior experience and qualification).

c. Work Plan/Approach Proposed

This section shall describe the offeror's understanding of the State's requirement, including the result(s) intended and desired, the approach and/or methodology to be employed, and a work plan for accomplishing the results proposed. The description of approach shall discuss and justify the approach proposed to be taken for each task, and the technical issues that will or may be confronted at each stage on the project. The work plan description shall include a detailed proposed project schedule (by task and subtask), a list of tasks, activities, and/or milestones that will be employed to administer the project, the assignment of staff members and concentration of effort for each, and the attributable deliverables for each and will identify and describe what type of tutor training methodology will be utilized in the program.

d. Previous Experience and Background, including the following information:

- i. A comprehensive listing of similar projects undertaken and/or similar clients served, including a brief description of the projects;
- ii. A description of the business background of the offeror (and all subcontractors proposed), including a description of their financial position.

- e. The offeror's status as a Minority Business Enterprise (MBE), certified by the Rhode Island Department of Administration, and/or a subcontracting plan which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. Questions concerning this requirement should be addressed to Charles Newton, M.B.E. Officer, at (401) 222 6253.

SECTION 5 - EVALUATION AND SELECTION

The State will commission a Technical Review Committee, which will evaluate and score all proposals, using the following criteria:

Criteria	Possible Points
Staff Qualifications	15 Points
Capability, Capacity, and Qualifications of the Offeror	15 Points
Quality of the Work plan	20 Points
Suitability of Approach/Methodology	20 Points
Total Possible Technical Points	70 Points
Cost [calculated as (lowest responsive cost proposal) divided by (this cost proposal) times 30 points]	30 Points
Total Possible Points	100 Points

All OFFERERS must receive a minimum score of 50 points on the technical submission. Offers not scoring at least 50 points will not be considered further.

A Technical Review Sub-Committee will review all submissions. After review, one or more OFFERERS may be invited to present to the sub-committee and answer questions. A “short list” of finalists will be developed and each finalist OFFERER will be given two weeks to present a sealed cost proposal to the Division of Purchases. The cost proposal shall indicate the number and type of professionals to be employed and the hourly rate, including overhead, for each. The cost proposal will also list the total fixed cost for the entire project. The cost proposal will represent 30 points for a possible total score of 100 points.

Part One Submission Requirements:

Experience of the OFFERER and project principals

Describe the OFFERER's general experience as well as its experience and qualifications with projects of a similar size, scope and use. Identify the Project Manager, other consultants as well as other members of the project team. Include Standard Form 330 (**available on the Purchasing Website**) in this section.

Project Plan

This section shall describe the OFFERER's understanding of the State's requirement, including the result(s) intended and desired, the approach and/or method to be employed, and a Work Plan for accomplishing the results proposed. The description of approach shall discuss and justify the approach proposed for each task, and the technical issues that will or may be confronted at each stage and steps taken to assure that the project conform to time and financial constraints

References

Select a minimum of three projects and provide principal contacts, including all contact information for projects similar in size and scope to the proposed project. References will be contacted by members of the selection sub-committee to provide all required information. Please see evaluation criteria below relating to references.

Part Two Submission Requirements:

OFFERERS short-listed as finalists will be expected, within two weeks of their selection, to provide a cost proposal. The cost proposal shall include a budget and narrative for the project that includes the OFFERERS cost or fee structure for this project and the cost methodology used for all expenses related to the project and to provide justification for each line item. Any items that may represent costs outside of industry standards should be explained.

Provide a Work Plan description that shall include a detailed proposed project schedule (by task and sub-task), a list of tasks, activities and/or milestones that will be employed to administer the project, the assignment of staff members and concentration of effort for each and the attributable deliverables for each. Please list the level of effort to be committed to this project by each assigned staff or consultant in hours per week for the duration of the project. List the percentage of work to be completed by the OFFERER and the percentage to be completed by outside consultants.

GENERAL PLANNING REQUIREMENTS

Tasks

The selected vendor must complete all tasks listed throughout this request within the time frame specified in the final work plan, schedule and in the resulting contract.

Deliverables

The OFFERER must provide a tentative timetable to complete the following deliverables. The OFFERER must agree to provide all deliverables by the dates established in the final work plan and schedule in any resulting contract:

1. The development of a plan for each component of this project, including but not limited to:

The successful vendor shall be solely responsible for meeting all terms and conditions specified in this request, their proposal and any resulting contract. Subcontracts must be approved by the State; however, it is the responsibility of the selected vendor to supervise and monitor the work performed by the subcontractor.

The successful vendor must agree to provide the contract deliverable by the dates established in the final work plan and schedule.

Project Continuation

At the sole option of the State, the successful vendor may be requested to provide full Architectural and Engineering Services in addition to the Project Scope of Work. The State reserves the right to accept or reject any or all offers. The State also reserves the right to make one or more awards as a result of this solicitation.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further. The State reserves the right to reject any or all proposals submitted and to waive any informalities in any vendor's proposal.

The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The ranked findings and selection recommendation will be submitted to the State's Architectural/ Engineering Consultant Services Selection Committee, and forwarded to the Director of Administration for final selection consideration.