Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
ONE CAPITOL HILL
PROVIDENCE RI 02908

CREATION DATE : 22-JUN-12
BID NUMBER: 7457829
TITLE: STREET SWEEPER REPAIRS - MPA 63

BLANKET START : 01-AUG-12
BLANKET END : 30-JUN-14
BID CLOSING DATE AND TIME:25-JUL-2012 11:00:00

BUYER: Hill, Lisa
PHONE #: 401-574-8118

BILL TO
MASTER PRICE AGREEMENT
SEE BELOW
RELEASE AGAINST, RI MPA
US

SHIP TO
MASTER PRICE AGREEMENT
SEE BELOW
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US

Requistion Number:
Note to Bidders: BLANKET REQUIREMENTS:

8/1/12-6/30/14 WITH STATE'S OPTION TO RENEW FOR ONE YEAR

Line	Description	Quantity	Unit	Unit Price	Total
1	8/1/12-6/30/13 LABOR RATE-SHOP RATE-STRAIGHT TIME	15.00	Hour		
2	8/1/12-6/30/13 LABOR RATE-ROAD RATE-STRAIGHT TIME	15.00	Hour		
3	8/1/12-6/30/13 PM SERVICE AS DESCRIBED IN ATTACHED SPECIFICATIONS	20.00	Each		
4	8/1/12-6/30/13 SIDE SHOE PLATE WELDMENT-PART#1026544	25.00	Each		
5	8/1/12-6/30/13 SIDE SHOE PLATE WELDMENT PART #1026543	25.00	Each		
6	8/1/12-6/30/13 WATER FILTER & SCREEN ASSEMBLY PART #1014993	10.00	Each		
7	8/1/12-6/30/13 SHEAR PINS PART #1027867	150.00	Each		
8	8/1/12-6/30/13 LOWER ROLLER FLANGE BEARING PART #5009477	20.00	Each		
9	8/1/12-6/30/13 DIRT SHOE RUNNERS PART #1006298	60.00	Each		
10	8/1/12-6/30/13 DIRT SHOE RUNNERS PART #1005525	60.00	Each		
11	8/1/12-6/30/13 BRAKE CYLINDER PART #1031964	3.00	Each		
12	8/1/12-6/30/13 CONVEYER BELTS PART #1039640	8.00	Each		
13	8/1/12-6/30/13 IDLER SPROCKET PART #1009872	65.00	Each		

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Line	Description	Quantity	Unit	Unit Price	Total
14	8/1/12-6/30/13 IDLER PULLEY PART #1009945	65.00	Each		
15	8/1/12-6/30/13 BUBBLE WINDOW PART #1010913	10.00	Each		
16	8/1/12-6/30/13 CONVEYER STRUCTURE WELDMENT PART #1012970	8.00	Each		
17	8/1/12-6/30/13 TAKE UP BEARING PART #5009579	25.00	Each		
18	8/1/12-6/30/13 MAIN BROOM ARM WELDMENT PART #1009534	3.00	Each		
19	8/1/12-6/30/13 MAIN BROOM AR WELDMENT PART #1008102	3.00	Each		
20	8/1/12-6/30/13 UPPER CONVEYER ROLLER PART #1037774	10.00	Each		
21	8/1/12-6/30/13 LOWER CONVEYOR ROLLER PART #1042289	10.00	Each		
22	8/1/12-6/30/13 COMPRESSION CORE ASSEMBLY PART #1042289	4.00	Each		
23	8/1/12-6/30/13 FLAT RATE PICK UP AND DELIVERY TO (OR FROM) 360 LINCOLN AVENUE, WARWICK, RI 02888 (ONE WAY PRICE) (EXCLUDING BLOCK ISLAND) -SEE ATTACHED SPECS	4.00	Each		
24	8/1/12-6/30/13 PERCENT DISCOUNT FROM LIST FOR UNSPECIFIED PARTS Line Note to Bidders: ***BIDDERS MUST SPECIFY MINIMUM OF 25% DISCOUNT ***BIDDERS MUST IDENTIFY MANUFACTURER AND CATALOG NUMBERS. ***APPLICABLE CATALOG(S) MUST BE SUBMITTED TO THE DOT MAINTENANCE DIVISION IN TRIPLICATE UPON AWARD.		Each		

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Line	Description	Quantity	Unit	Unit Price	Total
	DISCOUNT:_____% MANUFACTURER:_____				
25	7/1/13-6/30/14 LABOR RATE-SHOP RATE-STRAIGHT TIME	15.00	Each		
26	7/1/13-6/30/14 LABOR RATE-ROAD RATE-STRAIGHT TIME	15.00	Each		
27	7/1/13-6/30/14PM SERVICE AS DESCRIBED IN ATTACHED SPECIFICATIONS	20.00	Each		
28	7/1/13-6/30/14 SIDE SHOE PLATE WELDMENT PART #1026544	25.00	Each		
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35	7/1/13-6/30/14 BRAKE CYLINDER PART #1031964	3.00	Each		
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Line	Description	Quantity	Unit	Unit Price	Total
38	7/1/13-6/30/14 IDLER PULLEY PART #1009945	65.00	Each		
39	7/1/13-6/30/14 BUBBLE WINDOW PART #1010913	10.00	Each		
40	7/1/13-6/30/14 CONVEYER STRUCTURE WELDMENT PART #1012970	8.00	Each		
41	7/1/13-6/30/14TAKE UP BEARING PART #5009579	25.00	Each		
42	7/1/12-6/30/13 MAIN BROOM AR WELDMENT PART #1008102	3.00	Each		
43	7/1/13-6/30/14 MAIN BROOM AR WELDMENT PART #1009534	3.00	Each		
44	7/1/13-6/30/14 UPPER CONVEYER ROLLER PART #1037774	10.00	Each		
45	7/1/13-6/30/14 LOWER CONVEYOR ROLLER PART #1042289	10.00	Each		
46	7/1/13-6/30/14 COMPRESSION CORE ASSEMBLY PART #1042289	4.00	Each		
47	7/1/13-6/30/14 FLAT RATE PICK UP AND DELIVERY TO (OR FROM) 360 LINCOLN AVENUE, WARWICK, RI 02888 (ONE WAY PRICE) (EXCLUDING BLOCK ISLAND) -SEE ATTACHED SPECS	4.00	Each		
48	7/1/13-6/30/14 PERCENT DISCOUNT FROM LIST FOR UNSPECIFIED PARTS Line Note to Bidders: ***BIDDERS MUST IDENTIFY MANUFACTURER AND CATALOG NUMBERS. ***APPLICABLE CATALOG(S) MUST BE SUBMITTED TO THE DOT MAINTENANCE DIVISION IN TRIPLICATE UPON AWARD. DISCOUNT_____%		Each		

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Line	Description	Quantity	Unit	Unit Price	Total
	MANUFACTURER_____				

Delivery: _____

Terms of Payment: _____

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STATE OF RHODE ISLAND
DIVISION OF PURCHASES

BID # 7457829
STREET SWEEPER REPAIRS - MPA 63

The Rhode Island Department of Administration's Division of Purchases, on behalf of the Department of Transportation (RIDOT) Maintenance Division, is soliciting bids from qualified firms to provide preventative maintenance, diagnostic and repair services for the current fleet of twenty (20) Elgin Pelican Sweepers and one (1) Mack Vactor Truck

Contract Period:

Contracts will be effective for a period of two years from the date of award and may be subject to two additional one year extensions, at the State's option, based on a determination of continued needs for these goods and services, acceptable performance by participating vendors and availability of funds.

Bid Requirements:

Offerers may submit any information describing their ability to provide the services requested, but MUST complete and return the enclosed "BID SUMMARY" and all related sections of the "BID RESPONSE: COST PROPOSAL" in order to be considered. Failure to provide all required information or to provide all required signatures by an officer or authorized agent of the offerer may result in rejection of the offer in its entirety.

Evaluation of Offers:

The evaluation of offers will be based on a comparative determination of the extent to which each offerer's submission meets the requirements and price (Summary and Cost Proposal).

Criteria to be considered:

1. Bidder's Qualifications for the services offered-demonstrated experience with similar equipment
2. Bidder's capacity to minimize equipment down-time
    a. Availability/Inventory of applicable parts
    b. Queue priority for State work orders in bidder's workload
3. Cost
4. Where applicable, State's previous level of satisfaction with individual bidders on the quality, quantity, documentation and cost of their completed work orders for sweeper services:
    a. Completeness and reliability of services rendered including including frequency of necessary rework, corrective follow-up, or product replacement.

b. Capacity for resolution of problems including availability/receptivity to discuss problems and frequency of effective resolution.
c. Documentation of services rendered including compliance with contract terms.

Contract Award:

Contracts will be made within sixty (60) days of the date indicated for submission to the offer, to the offerer(s) who are determined to represent the lowest overall cost to the State on the basis of their responsiveness to the request and their apparent responsibility, capability, and the State's satisfaction with demonstrated performance.

Scope of Work:

The services requested include the preventative maintenance (PM), diagnostic and repair services of the DOT's fleet of Elgin Pelican Sweepers and one (1) Mack Vactor Truck. Services may be required anywhere in the state of Rhode Island, except Block Island. Repair services will include both labor and parts.

A. Preventative Maintenance
- A flat rate for the performance of PM service on Elgin Pelican Sweepers required is as follows:

  - ✓ Service engine oil and filter
  - ✓ Service inner and outer air filter
  - ✓ Service fuel filter
  - ✓ Service both torque hubs
  - ✓ Service both gutter brooms
  - ✓ Service transfer case
  - ✓ Service hydraulic tank (oil, filter, and breather)
  - ✓ Check and grease tiller
  - ✓ Grease spray water pump
  - ✓ Service cab air filter
  - ✓ Grease gutter broom u-joints
  - ✓ Grease jack shafts
  - ✓ Grease p.t.o. u-joints
  - ✓ Check drop box level and mounting hardware
  - ✓ Adjust all chains
  - ✓ Evaluate machine for any repairs needed

B. Diagnostic and Repair Services: Conditions and Restrictions

- In general, for diagnostic and repair services for sweepers, pick up and delivery to and from the vendor's facility will be arranged by the State. The State, when unable to supply sufficient manpower to arrange pick up and delivery, will require vendor supplied pick up and delivery services. During the vendor supplied pick up and delivery, the vendor will be solely responsible for all liabilities, including bodily injury and property damage.
- All work is to be conducted at State facilities unless directed otherwise. NO subcontracting is acceptable. Should extraordinary circumstances warrant the acceptance of subcontracted services, a written request fully disclosing these circumstances is to be forwarded to the Division of Purchases and Assistant Director of DOT Maintenance Division for written disposition prior to the initiation of any subcontracted work.
- Necessary repair work requires that an itemized labor and parts ESTIMATE be provided to the Fleet Management Officer (FMO) at 360 Lincoln Avenue, Warwick, RI. Under no circumstances is repair work to be initiated without prior acceptance of the estimate by the FMO or his/her superiors as evidenced by the issuance of a work order authorization number. The State reserves the right to obtain repair estimates from alternated qualified vendors for any given work order. Any repair work completed without prior approval is the sole responsibility of the vendor; unauthorized invoices will be returned.
- Parts acceptable for use the fleet cited, or components thereof, are limited to new or rebuilt parts. Used parts are not acceptable. The State may request to inspect any or all replaced parts at any time prior to acceptance of the completed work order.

C. Invoice and Payment Terms

- Invoicing for EACH authorized work order must be submitted in FOUR (4) copies to:

  Mr. Richard Dowding
  Fleet Manager
  DOT/Maintenance
  360 Lincoln Avenue
  Warwick, RI 02888

- Each invoice must clearly designate the following:
  - State issued Work Order Authorization Number
  - Itemized Chares as Applicable -Labor Hours and Rates
    Identification/Charge for ea. Part

Pick Up/Delivery fees
- Hours of Service (Date/Time IN and OUT)
- Vehicle Registration, as applicable

❖ No Miscellaneous Charges of any type will be accepted; this includes the following :
- Supplies
- Mileage
- Disposal Costs
- Freight Charges, etc.
- Travel time, etc.

All charges are to be reflected in the prices office in bid response (Cost Proposal)

❖ Arrangements for payment will be processed in accordance with established State Fleet Operations (SFO) procedures. DOT Maintenance Division will forward proper invoice and authorization documents to SFO once services rendered under each work order are inspected and satisfactorily accepted.

❖ Invoices not in compliance with all stated terms will be returned for correction and resubmission.

D. Facilities Locations are as described in the attached list.

The State reserves the right to conduct a pre-award survey of the facilities of any offerer, and to conduct interviews with offers to obtain additional or supplementary information to assist in the evaluation of offers, or to verify information provided in response to this solicitation.

Questions concerning this solicitation may be directed to:

Lisa Hill
Chief Buyer - Transportation
401-574-8118
lisa.hill@purchsing.ri.gov

Department of Transportation Maintenance
Facility Locations/ Contact Information

Anthony (Winter Ops)
20 Mapledale Avenue
Coventry, RI 02816
821-4991

Belleville
439 Tower Hill Road
N. Kingstown, RI 02852
884-3488/ 294-9613
Fax: 295-0739

Charlestown
(Winter Ops)
4872 Post Rd
Charlestown, RI 02813
364-7232/ 9208

Cherry Hill
317 Cherry Hill Road
Johnston, RI 02919
231-6375 / 6330
Fax: 232-0950

East Providence (OLD)
32 Sachem Rd (off Willett Ave)
East Providence, RI 02915
433-3223/ 3112
Fax: 433-2736

Glocester
648 Putnam Pike
Glocester, RI 02814
647-2083/ 568-4322
Fax: 568-8532

Hope Valley
51 Bank Street
Hope Valley, RI 02832
539-2916 / 2991
Fax: 539-9823

Little Compton
(Winter Ops)
Willow Ave Pole #16
Little Compton, RI
635-4331

Middletown
(Winter Ops)
122 Wyatt Road
Middletown, RI 02842
847-4455

Mid-State
2400 New London Turnpike
E. Greenwich, RI 02818
826-0573/0467
Fax: 827-0604

Portsmouth
170 Anthony Rd
Portsmouth, RI
683-1070/ 1071
Fax: 683-1534

Scituate
34 Spring Brook Rd
Scituate, RI 02857
647-5484 / 5520
Fax: 647-7451

Smithfield/ (formerly Lincoln)
395 George Washington Hwy
Smithfield, RI 02917
231-4501/4502/4504
Fax: 231-4503

Warren Yard
(Winter Ops)
47 Ridgeway Drive
Warren, RI 02885
245-4188

Westerly
(Winter Ops)
89 Westerly–Bradford Rd
Westerly, RI 02891
596-4503
Fax: 596-7023

East Providence (NEW)
691 Warren Ave
East Providence,RI 02914
401-431-5400
Fax: 431-5404

Whipple Yard
Whipple Ave.
Burriville, RI

Route 6& 295
Johnston, RI

Summit
Route 102 & 117
Coventry, RI

Lincoln Facility
Washington Hwy
Lincoln, RI

Headquarters
360 Lincoln Ave
Warwick,RI

Lawton Valley
Route 114 (West Main Rd.)
Portsmouth, RI

Clayville
Route 102 & 114
(Combined Route)
Scituate Foster Line

Dillons Corner
Route 108 & 101
Narragansett,RI

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821-4991

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Fax: 433-2736

Glocester
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Glocester, RI 02814
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Fax: 568-8532

Hope Valley
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Hope Valley, RI 02832
539-2916 / 2991
Fax: 539-9823

Little Compton
(Winter Ops)
Willow Ave Pole #16
Little Compton, RI
635-4331

Middletown
(Winter Ops)
122 Wyatt Road
Middletown, RI 02842
847-4455

Mid-State
2400 New London Turnpike
E. Greenwich, RI 02818
826-0573/0467
Fax: 827-0604

Portsmouth
170 Anthony Rd
Portsmouth, RI
683-1070/ 1071
Fax: 683-1534

Scituate
34 Spring Brook Rd
Scituate, RI 02857
647-5484 / 5520
Fax: 647-7451

Smithfield/ (formerly Lincoln)
395 George Washington Hwy
Smithfield, RI 02917
231-4501/4502/4504
Fax: 231-4503

Warren Yard
(Winter Ops)
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245-4188

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REQUEST FOR QUOTE #7457829

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. ORDERING (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

DELIVERY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

INSURANCE

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

PABID

(a) A SINGLE PRICE SHALL BE QUOTED FOR EACH ITEM AGAINST WHICH A PROPOSAL IS SUBMITTED. THIS PRICE WILL BE THE MAXIMUM IN EFFECT DURING THE AGREEMENT PERIOD. ANY PRICE DECLINE AT THE MANUFACTURE'S LEVEL SHALL BE REFLECTED INA REDUCTION OF THE AGREEMENT PRICE TO THE STATE .

(b) QUANTITIES, IF ANY, ARE ESTIMATED ONLY. THE AGREEMENT SHALL COVER THE ACTUAL QUANTITIES ORDERED DURING THE PERIOD. DELIVERIES WILL BE BILLED AT THE SINGLE, FIRM, AWARD UNIT PRICE QUOTED REGARDLESS OF THE QUANTITIES ORDERED.

(c) BID PRICE IS NET F.O.B. DESTINATION AND SHALL INCLUDE INSIDE DELIVERY AT NO EXTRA COST.

(d) BIDS FOR SINGLE ITEMS AND/OR A SMALL PERCENTAGE OF TOTAL LIST, MAY, AT THE STATE'S SOLE OPTION, BE REJECTED AS BEING NON-RESPONSIVE TO THE INTENT OF THIS REQUEST.`