



# Request for Quote

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

BUYER: Walsh, Gail M  
 PHONE #: 401-574-8122

CREATION DATE : 07-FEB-13  
 BID NUMBER: 7461212  
 TITLE: PEST CONTROL SERVICES - BARRY & SIMPSON HALLS  
 BLANKET START : 01-APR-13  
 BLANKET END : 31-MAR-16  
 BID CLOSING DATE AND TIME:06-MAR-2013 11:30:00

**B  
I  
L  
L  
T  
O**  
 DOA CONTROLLER  
 ONE CAPITOL HILL, 4TH FLOOR  
 SMITH ST  
 PROVIDENCE, RI 02908  
 US

**S  
H  
I  
P  
T  
O**  
 BHDDH OFFICE OF DIRECTOR  
 14 HARRINGTON RD  
 CRANSTON, RI 02920-3080  
 US

**Requisition Number:**

Note to Bidders: PLEASE SEND QUESTIONS TO GAIL.WALSH@PURCHASING.RI.GOV UNTIL 2/21/13.

NON-MANDATORY PRE-BID MEETING TO BE HELD ON WEDNESDAY, FEBRUARY 20, 2013 AT 10:00 AM AT BARRY HALL, 14 HARRINGTON RD., CRANSTON, RI. MEETING WILL ASSEMBLE IN THE LOBBY AT BARRY HALL.

Line	Description	Quantity	Unit	Unit Price	Total
1	CONTRACT TERM: 4/1/13 - 3/31/16 WITH AN OPTION TO RENEW FOR TWO (2) ADDITIONAL ONE-YEAR PERIODS.  ALL WORK TO BE PERFORMED IN ACCORDANCE WITH ATTACHED SPECIFICATIONS ENTITLED "PEST CONTROL & EXTERMINATION SERVICES" AND ATTACHED STATE OF RI SPECIFICATION NO. 6275-01 PEST CONTROL SERVICES DATED 4/18/07.  SERVICES TO BE PERFORMED ON A WEEKLY BASIS, BUT BILLED MONTHLY. PLEASE PROVIDE PER MONTH PRICING.  Pest Control Services for Barry Hall for 4/1/13-3/31/14	12.00	Month		
2	Pest Control Services for Barry Hall for 4/1/14-3/31/15	12.00	Month		
3	Pest Control Services for Barry Hall for 4/1/15-3/31/16	12.00	Month		
4	Pest Control Services for Simpson Hall for 4/1/13-3/31/14	12.00	Month		
5	Pest Control Services for Simpson Hall for 4/1/14-3/31/15	12.00	Month		
6	Pest Control Services for Simpson Hall for 4/1/15-3/31/16	12.00	Month		
7	Pest Control Services for Barry Hall for 4/1/16-3/31/17	12.00	Month		
8	Pest Control Services for Barry Hall for 4/1/17-3/31/18	12.00	Month		

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer



# Request for Quote

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

BUYER: Walsh, Gail M  
 PHONE #: 401-574-8122

CREATION DATE : 07-FEB-13  
 BID NUMBER: 7461212  
 TITLE: PEST CONTROL SERVICES - BARRY & SIMPSON HALLS  
 BLANKET START : 01-APR-13  
 BLANKET END : 31-MAR-16  
 BID CLOSING DATE AND TIME: 06-MAR-2013 11:30:00

**B**  
**I**  
**L**  
**L**  
**L**  
**T**  
**O**  
 DOA CONTROLLER  
 ONE CAPITOL HILL, 4TH FLOOR  
 SMITH ST  
 PROVIDENCE, RI 02908  
 US

**S**  
**H**  
**I**  
**P**  
**T**  
**O**  
 BHDDH OFFICE OF DIRECTOR  
 14 HARRINGTON RD  
 CRANSTON, RI 02920-3080  
 US

**Requisition Number:**

Note to Bidders: PLEASE SEND QUESTIONS TO GAIL.WALSH@PURCHASING.RI.GOV UNTIL 2/21/13.

NON-MANDATORY PRE-BID MEETING TO BE HELD ON WEDNESDAY, FEBRUARY 20, 2013 AT 10:00 AM AT BARRY HALL, 14 HARRINGTON RD., CRANSTON, RI. MEETING WILL ASSEMBLE IN THE LOBBY AT BARRY HALL.

Line	Description	Quantity	Unit	Unit Price	Total
9	Pest Control Services for Simpson Hall for 4/1/16-3/31/17	12.00	Month		
10	Pest Control Services for Simpson Hall for 4/1/17-3/31/18	12.00	Month		

Delivery: \_\_\_\_\_

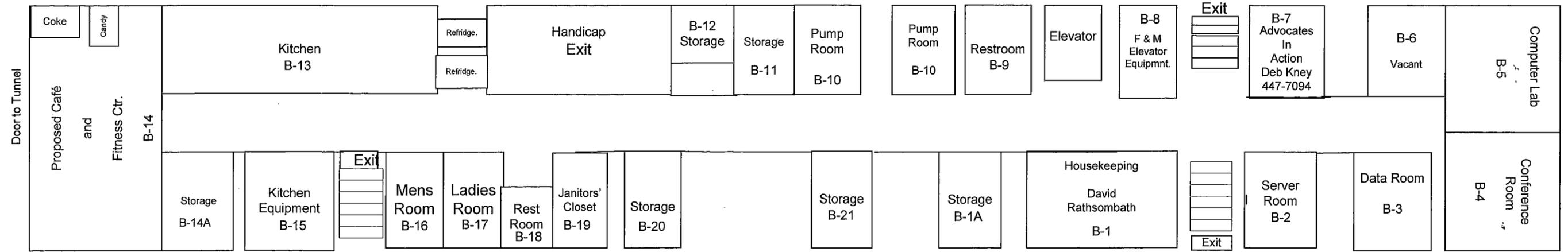
Terms of Payment: \_\_\_\_\_

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

**Barry Hall**

Revised 7/1/12

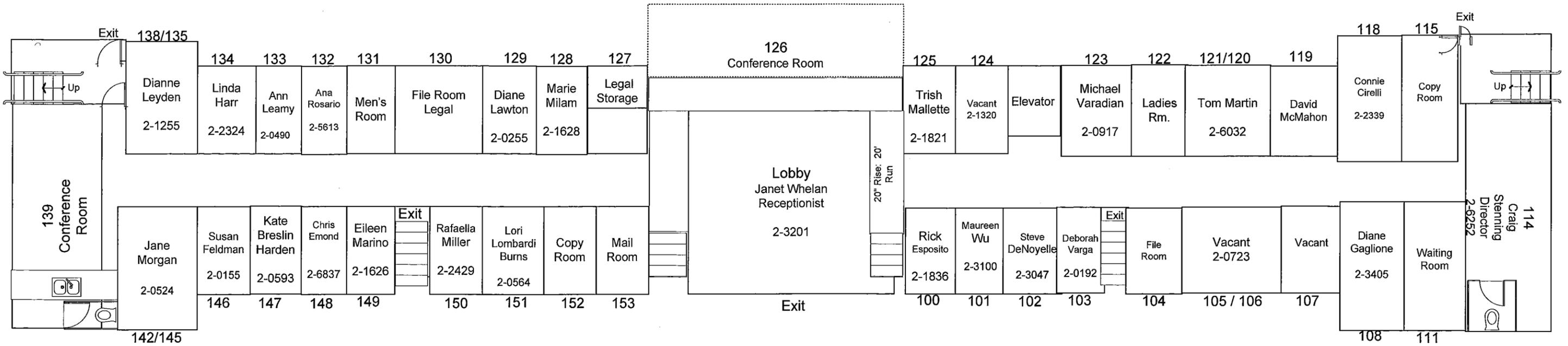
**Ground Floor**



# Barry Hall

As of 6/22/12

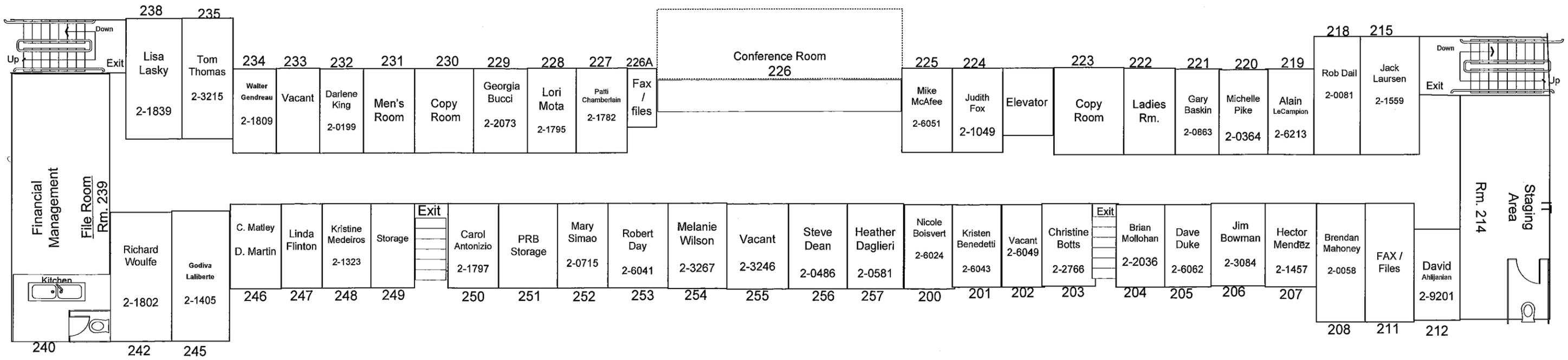
## 1<sup>st</sup> Floor



**Barry Hall**

**2<sup>nd</sup> Floor**

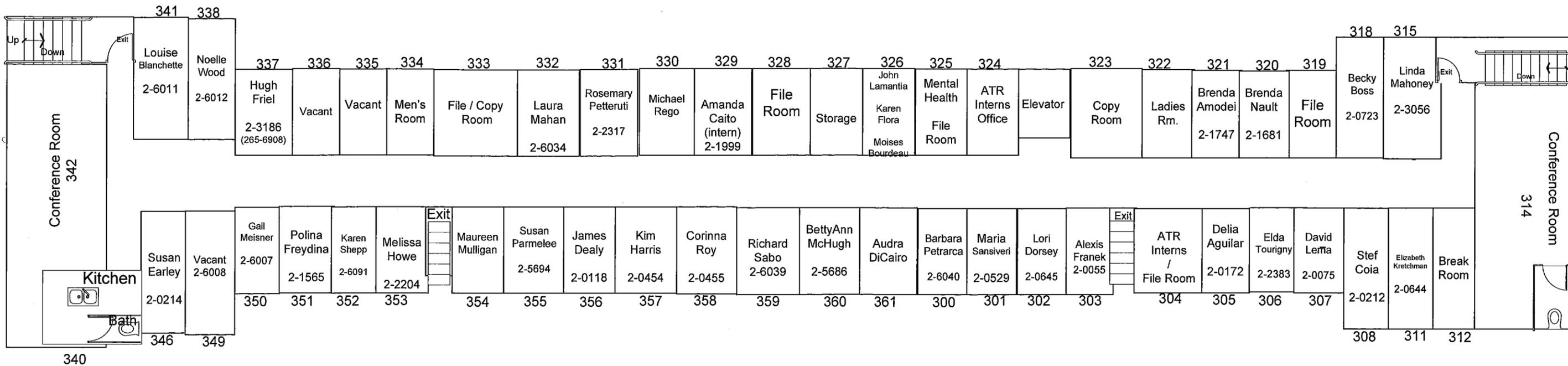
As of 6/22/12



**Barry Hall**

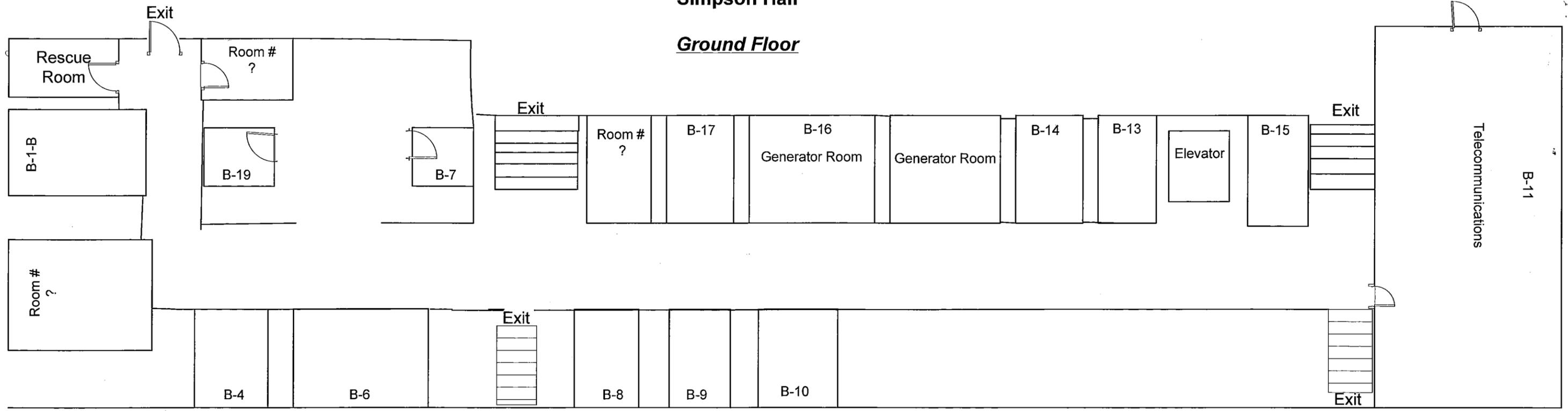
As of 4/6/12

**3<sup>rd</sup> Floor**



**Simpson Hall**

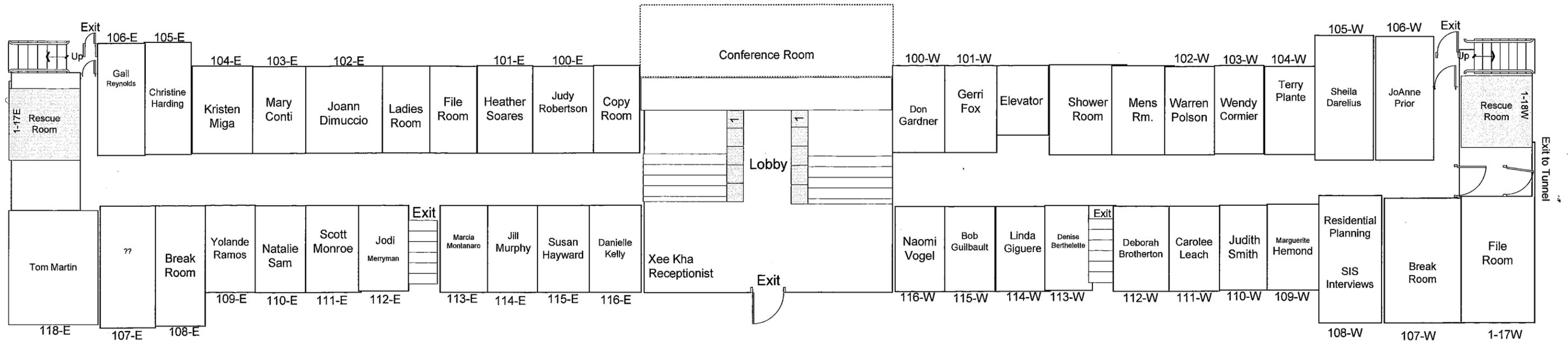
**Ground Floor**



# Simpson Hall

1<sup>st</sup> Floor

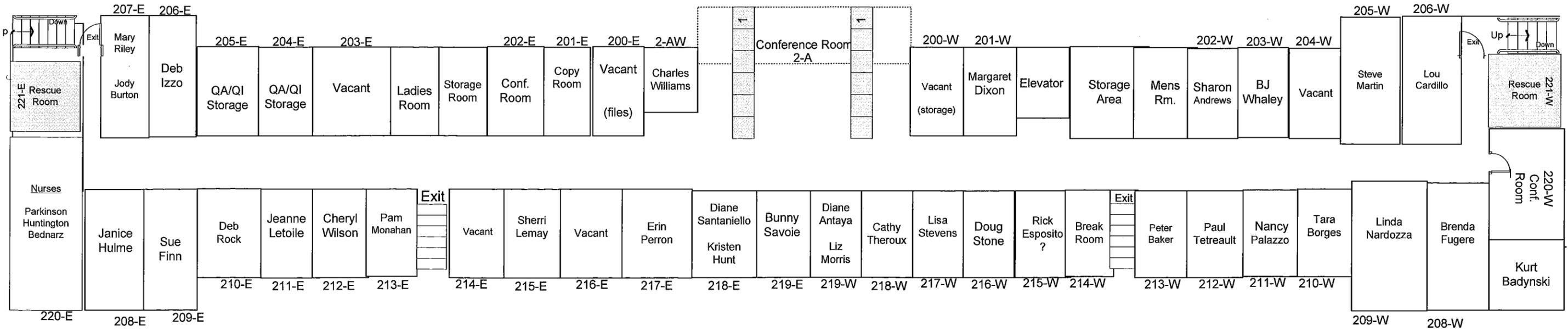
Rev. 4/5/12



# Simpson Hall

## 2nd Floor

Rev. 4/5/12





BHDDH MANAGEMENT/SUPPORT SERVICES  
 JOHN O. PASTORE CENTER  
 SQUARE FOOTAGE ALLOCATIONS  
 FISCAL YEAR 2012

BARRY HALL BUILDING # 52

SUMMARY

COST CENTER	Description	GROUND	FIRST	SECOND	THIRD	TOTAL
1010	OFFICE OF DIRECTOR	4,725	5,370	6,121		16,216
1041-02	FINANCIAL MANAGEMENT	346	62	1,624		2,032
1041-03	FINANCIAL MANAGEMENT- ACCTS REC	296	53	1,388		1,736
1041-06	FINANCIAL MANAGEMENT - HCU	181	32	852		1,066
1045	FINANCIAL MANAGEMENT - PRB	228	41	1,072		1,341
1051	DEVELOPMENT DISABILITIES	332	888	179	552	1,951
1060/1065	MENTAL HEALTH	2,525	2,969		9,340	14,833
1080	SUBSTANCE ABUSE	398	485	392	1,061	2,336
2020	OHHS	426	1,866	213		2,505
DHS	DHS	2,383	75			2,458
<b>TOTALS</b>		<b>11,841</b>	<b>11,841</b>	<b>11,840</b>	<b>10,953</b>	<b>46,474</b>

46,474  
check

BHDDH MANAGEMENT/SUPPORT SERVICES  
 JOHN O. PASTORE CENTER  
 SQUARE FOOTAGE ALLOCATIONS  
 FISCAL YEAR 2012

SIMPSON HALL BUILDING # 54

SUMMARY

COST CENTER	Description	GROUND	FIRST	SECOND	THIRD	TOTAL	%
DOA	DOA	3,816	107	-	-	3,923	8%
1051	DEVELOPMENT DISABILITIES	3,999	11,148	-	6,058	21,206	46%
1052	RICLAS	4,026	585	11,840	4,895	21,346	46%
TOTALS		11,841	11,840	11,840	10,953	46,475	100%

46,475  
check

## PEST CONTROL & EXTERMINATION SERVICES

**Barry Hall, Bldg 52, 14 Harrington Road, Cranston, RI 02920**

Total Square Footage: 46,474

**Simpson Hall, Bldg 54, 6 Harrington Road, Cranston, RI 02920**

Total Square Footage: 46,475

The Department of Behavioral Healthcare, Developmental Disabilities & Hospitals seeks to acquire a pest control management contract with a qualified offerer that employs fully insured, licensed and certified pest control professionals to perform the specified pest control duties in Barry and Simpson Hall. The resulting contract will be for a period of three (3) years with the option to renew for two (2) additional one year periods provided the services are satisfactory.

The qualified offerer should be fully insured to employ pest control methods in or around public buildings to include: basement, kitchen, exercise room, tunnel, elevators, rest rooms, file rooms, storage areas, offices; common areas to include copy rooms, break rooms, conference rooms, corridors, stairwells, elevators, lobbies and areas with specific complaints in both buildings. Exterior areas to be targeted include dumpsters and building perimeter/surroundings.

All pesticide applicators must be employed by the awarded offerer and be licensed and certified to apply pesticides in the State of Rhode Island pursuant to Chapters 42-35 and 23-25 of the Rhode Island General Laws governing pesticide regulations. Offerer will furnish all labor, tools, equipment and materials to inspect, identify and provide complete and satisfactory pest control treatment. Offerer will be responsible to respond to emergency pest control problems within 24 hours of notice (excluding weekends and holidays). All visits must take place between the hours of 9:00 am – 3:30 pm Monday through Friday.

The Preventive Maintenance Systems will consist of a cycle of:

- Inspecting the site
- Identifying potential pest problems
- Monitoring pest populations
- Evaluating their potential damage
- Implementing appropriate control methods

### Description of Service:

1. Provide service on a weekly basis. In the event that additional service is necessary between regular visits, this service will be provided at no additional cost.
2. Perform a comprehensive inspection during each scheduled visit and determine appropriate treatment methods. The offerer will work with the Agency Contact to

develop a schedule for visits and will provide an IPM log book to be kept in the Agency Contact's office and referred to at each visit. This log book will list all potential or existing problems as well as any corrective actions that were taken or need to be addressed in the future. The offerer should also provide service slips at each visit which lists all products used and areas treated.

3. The offerer will adhere to the standards of any applicable local and state regulatory requirements to help ensure the safety of patients, clients and staff.
4. The selected offerer will provide scheduled treatments for ordinary insects including but not limited to all roach types, wasps, bees, hornets, flies, spiders, ants as well as all rodents including rats and mice.
5. Traps of varying types may be used to catch crawling insects and rodents for the dual purpose of monitoring and control. All pest control devices must be labeled in accordance with State and Federal pesticide laws and placed in discrete areas in order to prevent accidental contact by patients, clients and staff.
6. It is the responsibility of the offerer at their regularly scheduled visit to remove devices that contain trapped pests and replace with new ones as well as to remove any live/dead insects found at the time of their visit.
7. Sealant may be used to close openings that can be used by pests, either as harborages or entry points in and around the buildings.
8. In accordance with IPM principles, the offerer will not apply chemical treatments on a routine or regularly scheduled basis. If pesticides are needed, the offerer should lay out clearly what guidelines the offerer will use to ensure limited chemical usage and what precautions need to be taken prior to treatment.

STATE OF RHODE ISLAND  
DEPARTMENT OF ADMINISTRATION  
ONE CAPITOL HILL  
PROVIDENCE, RI 02908

SPECIFICATION NO 6275-01 PEST CONTROL SERVICES  
Date: 4/18/07 Supersedes: 6/07/99

**BID AND CONTRACT TERMS AND CONDITIONS**

**INFORMATION TO BE FURNISHED WITH BID:**

1. Bidder shall accompany his proposal with a completed bidder data sheet. Bidder will be considered non-responsive if data sheet is not returned with bid.
2. Two manufacturer's labels containing information relative to each chemical used in pest control.
3. Two sets of Material Safety Data Sheets for each Pesticide used.

**INSURANCE REQUIREMENTS:** Insurance Certificate required for Workman's Compensation, Public Liability, Property Damage, etc. **MUST BE SUBMITTED BY LOW BIDDER ONLY BEFORE AWARD IS COMPLETED**

**INSURANCE LIMITS**

Bodily Injury:	\$1,000,000 Each Person	\$1,000,000 Each Accident
Property Damage:	\$ 500,000 Each Person	\$ 500,000 Aggregate
Workman's Comp :	\$ 100,000 Each Person	\$ 100,000 Aggregate

**CANCELLATION CLAUSE:** The Division of Purchases reserves the right to cancel the contract at any time for unsatisfactory service or if service is no longer required. Such cancellation will be without cost to the State.

**NOTE:** Contractor shall comply with agency requirements concerning verification of services performed.

**BID AND CONTRACT TERMS AND CONDITIONS**

**SCOPE:** This bid covers the requirements for the proposed services listed.

**LAWS:** All services to be rendered hereunder, including materials and invoicing used in connection therewith, shall comply in all respects to applicable Federal, State of Rhode Island and local laws, ordinances and regulations.

**BID PRICES:** Prices bid in Proposal shall be the net charge per month, unless otherwise specified, for which contractor agrees to perform the pest control service of the Agency. Bid prices shall include the furnishing by the contractor of all labor, materials, tools, and equipment, insurance, permits and fees, if any, necessary for inspection, treatment and control of pests.

Date: April 18, 2007

**CONTRACT SURETY:** Awarded contractors may be required to provide a certified check or performance bond in an amount up to twenty-five percent of the as surety for the faithful performance of the contract

**SERVICE REQUIREMENTS:** Pest control service shall include treatment for roaches, pantry pests, earwigs, mites, millipedes, silverfish, centipedes, ants, crickets, bees or wasps on ground level, fleas, rats and mice.

**INSPECTION:** A. Bidder is cautioned to thoroughly familiarize himself with the location of the proposed service on which bids are submitted by personal examination thereof before submission of bids.

**NO ALLOWANCE OR CONCESSION WILL BE MADE BY THE STATE FOR ANY ALLEGED MISUNDERSTANDING BECAUSE OF THE CHARACTER OR EXTENT OF INFESTATION.**

- B. Unsatisfactory pest control services will be reported by the Agency Coordinator to the Division of Purchases utilizing Complaint form #DP-65. Dependent upon severity and/or number of complaints documented, punitive or other remedial action may be taken by the State under Purchasing Regulations pursuant to Chapter 37-2 of the General Laws of RI.
- C. Periodic site inspection by the Department of Environmental Management may be performed with or without prior Notification to contractor to monitor type and quantity of pesticides in use. Ultraviolet testing may also be performed to measure level of infestation.

**DETAILED SPECIFICATIONS:** Contractor will be required to provide a sufficient crew of uniformed workmen and supervisory help to visit the premises of each agency for which he has a contract to provide services

**Note:** Uniformed work man will be required to wear name tags provided by the contractor

Inspection includes the careful examination of the entire premises under the contract, including, but not limited to, halls, stairways, elevators, basements, attics, tunnels and boiler rooms, and including building fixtures, furniture, furnishings, equipment and supplies, or as otherwise specified in the bid proposal

Treatment or elimination of the pests enumerated shall be rendered in a thorough manner wherever evidence of infestation exists by standard methods and procedures excluding fumigation

Rodenticides shall be used with all due precautions to prevent the possibility of accidents to humans, domestic animals, and pets. In areas where regard for the safety of pets or animals is a paramount consideration, wafering or suitable ball will be employed. Special care shall be exercised in the use of liquid insecticides in areas having asphalt, mastic or linoleum floor surfaces

At the completion of each visit, the contractor shall file an itemized report of the inspection and treatment services performed at such agency with the business office of each agency

Contractor shall render additional out-of-schedule inspections and treatment as such are deemed necessary at no added cost to the State. Such additional services shall be rendered promptly as and when requested by the business office of an agency within a period not to exceed twenty-four clock hours.

**NOTE:** The use of least toxic pesticide (gels & baits) should be first line defense in office buildings  
This applies to offices only not cafeterias, kitchens, and residential wards. If further treatment is  
required, application of liquids may be used either as required by the pesticide label Treatment  
should occur when offices or facilities are unoccupied, not during regular business hours  
Consideration of integrated pest management techniques are strongly encouraged before using  
liquid pesticides

**BIDDERS DATA SHEET**

**PEST CONTROL SERVICE SPECIFICATION**

**BID NO:** \_\_\_\_\_

**BID OPENING DATE:** \_\_\_\_\_

**NOTE:** This sheet must be returned with bid Failure to do so will result in rejection of bid

**A.** Number of years bidder has been operating a pest control business: \_\_\_\_\_

**B** Number of full time employees available for rendering service: \_\_\_\_\_

**C** Names and addresses of at least five (5) other accounts for which bidder is currently rendering pest control service of similar character to that quoted on herein:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

**D** Product name(s) and/or brand name(s) of the pesticides EPA Registration numbers to be used in the following areas.

AREAS	PRODUCT NAME	EPA REGISTRATION #
1 Food Service	_____	_____
2 Office	_____	_____
3 Laboratories	_____	_____
4 Laundries	_____	_____
5. Maintenance	_____	_____
6 Dormitories	_____	_____
7 Storage Room	_____	_____
8 Trash Removal Area	_____	_____

Page 4 Specification No 6275-01 Pest Control Services  
Date: April 18, 2007

E. Bidder's Name, Address & Telephone # \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Commercial License No \_\_\_\_\_

This specification shall apply, until revised or rescinded, to each future purchase and contract for the commodity described herein. Copies of State of Rhode Island Specifications may be obtained from the Division of Purchases, Standards Unit, One Capitol Hill, Providence, RI 02908.

**PLEASE RETAIN FOR FUTURE REFERENCE.**

**Contract Terms and Conditions**

**Table of Contents**

Terms and Conditions .....	II
BID STANDARD TERMS AND CONDITIONS .....	II
TERMS AND CONDITIONS FOR THIS BID .....	II
RIVIP INFO - BID SUBMISSION REQUIREMENTS .....	II
INSURANCE REQUIREMENTS .....	II
MUL TI YEAR AWARD .....	II
AWARD .....	II
HAZARDOUS MATERIAL .....	III
LICENSE REQUIREMENTS .....	III

## **Terms and Conditions**

### **BID STANDARD TERMS AND CONDITIONS**

### **TERMS AND CONDITIONS FOR THIS BID**

#### **RIVIP INFO - BID SUBMISSION REQUIREMENTS**

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

#### **INSURANCE REQUIREMENTS**

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.

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: \* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. \* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. \* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. \* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. \* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.

#### **MULTI YEAR AWARD**

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.

#### **AWARD**

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

**HAZARDOUS MATERIAL**

HAZARDOUS MATERIAL SAFETY DATA SHEET IS TO BE SUBMITTED BY THE SUCCESSFUL BIDDER AFTER THEIR RECEIPT OF THE PURCHASE ORDER AND BEFORE OR WITH THE FIRST DELIVERY. THIS SHEET WILL BE KEPT ON FILE AS A REFERENCE FOR FUTURE DELIVERIES MADE UNDER THIS CONTRACT. THIS SHEET IS MANDATED BY RI STATE LAW CHAPTER 28-21 HAZARDOUS SUBSTANCE RIGHT-TO-KNOW ACT. FAILURE TO COMPLY WITH THIS REQUEST WILL RESULT IN LOSS OF CONTRACT.

**LICENSE REQUIREMENTS**

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE