Request for Quote

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

CREATION DATE : 25-FEB-13
BID NUMBER: 7461272
TITLE: HVAC SYSTEM MAINTENANCE & REPAIR - DOT

BLANKET START : 01-APR-13
BLANKET END : 31-MAR-16
BID CLOSING DATE AND TIME:21-MAR-2013 11:00:00

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

BILL TO
DOT ACCOUNTS PAYABLE
TWO CAPITOL HILL, RM 243
SMITH ST
PROVIDENCE, RI 02903
US

SHIP TO
DOT PROPERTY & MANAGEMENT
TWO CAPITOL HILL, 325
SMITH ST
PROVIDENCE, RI 02908
US

Requistion Number: 1305950
Note to Bidders: THE HVAC SYSTEMS ARE LOCATED AT: WOONSOCKET DEPOT, KINGSTON STATION, AND WESTERLY STATION

Line	Description	Quantity	Unit	Unit Price	Total
1	DOT; 4/1/13 - 6/30/13 BI-ANNUAL HVAC INSPECTION @ WOONSOCKET DEPOT	1.00	Each		
2	DOT; 7/1/13 - 6/30/14 BI-ANNUAL HVAC INSPECTION @ WOONSOCKET DEPOT	2.00	Each		
3	DOT; 7/1/14 - 6/30/15 BI-ANNUAL HVAC INSPECTION @ WOONSOCKET DEPOT	2.00	Each		
4	DOT; 7/1/15 - 3/31/16 BI-ANNUAL HVAC INSPECTION @ WOONSOCKET DEPOT	1.00	Each		
5	DOT; 4/1/13 - 6/30/13 BI-ANNUAL HVAC INSPECTION @ KINGSTON STATION	1.00	Each		
6	DOT; 7/1/13 - 6/30/14 BI-ANNUAL HVAC INSPECTION @ KINGSTON STATION	2.00	Each		
7	DOT; 7/1/14 - 6/30/15 BI-ANNUAL HVAC INSPECTION @ KINGSTON STATION	2.00	Each		
8	DOT; 7/1/15 - 3/31/16 BI-ANNUAL HVAC INSPECTION @ KINGSTON STATION	1.00	Each		
9	DOT; 4/1/13 - 6/30/13 BI-ANNUAL HVAC INSPECTION @ WESTERLY STATION	1.00	Each		
10	DOT; 7/1/13 - 6/30/14 BI-ANNUAL HVAC INSPECTION @ WESTERLY STATION	2.00	Each		
11	DOT; 7/1/14 - 6/30/15 BI-ANNUAL HVAC INSPECTION @ WESTERLY STATION	2.00	Each		
12	DOT; 7/1/15 - 3/31/16 BI-ANNUAL HVAC INSPECTION @ WESTERLY STATION	1.00	Each		
13	DOT; 4/1/13 - 6/30/13 HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
14	DOT; 7/1/13 - 6/30/14 HOURLY RATE ON SITE FOR	1.00	Each		

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

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Line	Description	Quantity	Unit	Unit Price	Total
	REPAIRS AT ALL FACILITIES				
15	DOT; 7/1/14 - 6/30/15 HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
16	DOT; 7/1/15 - 3/31/16 HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
17	DOT; 4/1/13 - 6/30/13 OVERTIME HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
18	DOT; 7/1/13 - 6/30/14 OVERTIME HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
19	DOT; 7/1/14 - 6/30/15 OVERTIME HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		
20	DOT; 7/1/15 - 3/31/16 OVERTIME HOURLY RATE ON SITE FOR REPAIRS AT ALL FACILITIES	1.00	Each		

Delivery: _____

Terms of Payment: _____

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Request for Proposals
HVAC Inspection, Preventive Maintenance and Repair

Overview: The Department of Transportation ("the Agency") is seeking a qualified vendor to provide bi-annual inspection, testing, preventive maintenance and emergency repairs for all heating, ventilation and cooling systems at the following DOT owned structures for a period of three years commencing April 1, 2013 and terminating on March 31, 2016-

Woonsocket Depot, One Depot Square, Woonsocket
Kingston Station, 1 0 Railroad Ave, Kingston
Westerly Train Station, Railroad Ave, Westerly

Description of Equipment:

Woonsocket Depot: This is a split system with the air conditioning compressors located on the platform adjacent to the railroad track and a gas fired heating system located in the basement, Both systems are approximately 5 years old.. The following is a sample list of the equipment located at this site,

Carrier Model Numbers:
38TKBO60-3
38TKBO24-3
38ARZO08-5
CATMP2417ACA
CATMP6021ACA
4ORM-008-B6-HC
58MXBO40-F-1-08
58MXB100-F-1-20
RZHX-175
33CSVMT-32

Kingston Station: This is a split system with the air conditioning compressors located in a fenced in area adjacent to the south side of the station and an oil fired boiler system located in the basement. This system is approximately 13 years old.

Delhi 200 Series Blowers
Welman 78 Boiler System
Bryant 569C Air Conditioning Units

Westerly Station: This is comprised of a gas fired hot water boiler system. There is no central air conditioning system

General Information

Site Visit- Each facility will be available for inspection on (see Solicitation Cover Form for date and time) from the hours of 9:00 am to 2:30pm. It is strongly recommended that any interested vendor visit each facility. A representative of DOT will be present at each location.

Qualifications: The vendor must possess all applicable licenses, permits and/or certifications to perform maintenance and repairs on the aforementioned "Equipment" and submit evidence of such with the Proposal.

The Vendor must demonstrate that it has substantial experience in the maintenance and repair of the listed "Equipment" and must submit a list of at least three facilities of similar size and equipment that they have serviced.

Scope of Work: The vendor must submit a detailed preventive maintenance and inspection program outlining the duties and frequency to be performed at each for each facility..

Response Time- The selected vendor must be able to respond to service and maintenance calls twenty four hours a day, seven days a week basis. The vendor will provide the agency with the 24 hour contact information, The contractor must respond to any calls within 2 hours of notification from the Agency.

Rates and Charges: The Vendor must submit a lump sum rate for inspections and an hourly rate and an overtime rate for repairs or work done on an emergency basis and not done in the course of normal business hours (8-00am - 5:00pm). There will be no charges for travel time, mileage, or other miscellaneous expenses,

Repairs: Any/all repairs must be pre-approved by the Agency. Any/all replacement parts will be reimbursed at a compensation rate of $1 for each $1 of allowable expenses. RIDOT is not subject to state sales tax and will not reimburse the vendor for any sales tax charges incurred.

Submission Requirements

Any interested vendor should demonstrate evidence of their qualifications by submitting the following-

A. Copies of all applicable licenses, permits or factory certifications demonstrating competence in working on the Equipment

B Evidence (names addresses, references, etc.) of working on similar equipment in at least three similar sized facilities.

C A detailed inspection and preventative maintenance plan/program for each (3) location.

ID, A lump sum rate for the bi-annual inspections ($XXX.XX per inspection)

E An hourly rate for repairs done in the normal course of business ($XX,XX per hour)

F. An hourly overtime rate for repairs done on an emergency basis ($XX.XX per hour)

REQUEST FOR QUOTE #7461272

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.

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.

CHARGE

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.

LICENSE

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.

MULTI YEAR

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