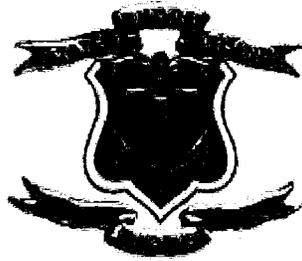


SECTION 000000 - SOLICITATION INFORMATION

**Solicitation Information**
RFQ #7461303**Date: March 11, 2013****RFQ # 7461303****Title: Pastore Center Parking Improvements****Closing Date and Time: April 1, 2013 at 1:30 pm Local Prevailing Time**

Questions concerning this solicitation may be E-Mailed to the Division of Purchases to bidinfo@purchasing.ri.gov no later than March 21, 2013 at 12:00 pm Local Prevailing Time as time stamped by the server. Please clearly reference the Project Title and RFQ #7461303 on all correspondence. 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.

KEY INFORMATION**Closing Date and Time: April 1, 2013 at 1:30 pm Local Prevailing Time****BID SECURITY REQUIRED: YES... Five Percent (5%)****Mandatory Pre-Bid Conference.... YES****Date and Time: March 18, 2013 at 1:30 pm Local Prevailing Time****Location: RI Department of Administration
Conference Room B
One Capitol Hill
Providence, RI****Non-Mandatory Site Visit.... NO**

BOND REQUIRED..... YES

Prevailing Wage Project..... YES

MBE Requirement..... 10% Goal

NOTE: The last day to submit General Questions no later than March 21, 2013 at 12:00PM (noon) Local Prevailing Time by E-mail to bidinfo@purchasing.ri.gov. Please clearly reference the Project Title and RFQ number on all correspondence. 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 information.

PLANS and SPECIFICATIONS:

Bidding Documents are available online on the Rhode Island, Division of Purchases website at www.purchasing.ri.gov

- A. SCOPE OF WORK All Labor, Material, Equipment, Services, Tools, Incidentals and Administration to complete the Pastore Center Parking Improvements, including but is not limited to: bituminous paving and sitework, landscaping, concrete sidewalks, concrete work, curb installation, berm installation, pavement geotextile/geomembrane installation, pavement removal, gravel base installation, drainage work, surface restoration, re-grading, fine grading, ADA accessible ramp installation, utility adjustments, pavement markings, traffic control, traffic protection, tree removal, tree protection, signage, specialties, miscellaneous equipment, miscellaneous furnishings, and miscellaneous tasks as listed within the Plans and the Project Manual.

Complete details of the scope of work are available on a CD Dated January 2013, which includes the Project Drawings and the Project Manual.

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.

The intent of this Request for Qualifications is to identify and award the project to qualified General Contractors that are interested in providing the services necessary to complete the scope of work with quality and within the prescribed time frame.

Please note that Vendors/Bidders must register on-line at the State Purchasing Website at www.purchasing.state.ri.us.

The following information will be required within 7 calendar days of the tentative letter of award. The project cannot commence until a purchase order is issued which is your "notice to proceed". Failure to provide the required information within 7 days from the date of the tentative letter of award may result in your disqualification of contract award consideration.

Performance Bond and a Labor and Payment Bond in the amount equal to 100% of the contract award from a firm authorized to conduct business in the State of Rhode Island.

Liability and Property Damage and Workers Compensation in accordance with statutory requirements and other additional insurance as may be specified. The Certificate of Insurance must name the State of Rhode Island as Certificate Holder and as an "Additional Insured".

Auto liability coverage in the amount of \$1 million.

Environmental Impairment (AKA Pollution Control) - \$1 million or 5% of face amount of contract, whichever is greater.

Rhode Island Equal Opportunity Compliance Certificate & Agreement. For further information, call (401) 222-3090.

A completed "Minority Business Enterprise Plan". For further information, call (401) 574-8253 or visit the MBE website at www.mbe.ri.gov.

RIGL 37-13-3.1 State public works contract apprenticeship requirements states: "(a) Notwithstanding any laws to the contrary, all general contractors and subcontractors who perform work on any public works contract awarded by the state after passage of this act and valued at one million dollars (\$1,000,000) or more shall employ apprentices required for the performance of the awarded contract. The number of apprentices shall comply with the apprentice to journeyman ratio for each trade approved by the Apprenticeship Council of the Department of Labor and Training". Please provide evidence of compliance with this law.

Lorraine Hynes
Administrator of Purchasing

NOTE TO OFFERERS:

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

THIS PAGE IS NOT the BIDDER CERTIFICATION FORM**SECTION 1 – INSTRUCTIONS AND NOTIFICATIONS TO OFFERERS:**

The Rhode Island Department of Administration/Division of Purchases, on behalf of the Rhode Island Department of Department of Administration, Division of Capital Projects and Property Management is soliciting proposals for General Contractors, from qualified respondents, and in accordance with the terms of this Request for Qualifications (RFQ) 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.

Once offerers have satisfied the requirements of the Division of Purchases bidders can gain access to the bid documents as prescribed in the "Instructions to Bidders" AIA Document A701. Bidders are encouraged to monitor the Division of Purchases website regularly as all official notifications of Addendum are posted there.

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 respondent. The State also reserves the right to award this project based on cost 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 ninety (90) 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 may not be considered.

It is intended that an award pursuant to this request will be made to a General 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 Respondent's proposal, and that the subcontractor(s) proposed to be used are identified in the proposal.

One (1) (**clearly marked Original**) Letter of Interest, the entire Bid Package with Bid Forms, including AIA Document A305 - 1986 Edition entitled "Contractor's Qualifications Statement", and as well as other details including personnel, experience, and qualifications data are required.

Additionally, provide one (1) full copy of the entire Bid Package **clearly marked Copy**, in a three ring binder. Provide five (5) copies of any page of the bid documents, including the bid form, which has been altered to provide bid values, unit costs, signatures, acknowledgements and other information provided in areas to be filled in by the bidder, these copies shall be **clearly marked Partial Copy**. Note: Offerers are encouraged to submit full sets of copies.

The State reserves the right to make an award or to reject any or all proposals based on what it considers to be in its best interest.

Evaluation of proposals will include consideration of competence and general experience to provide the required services; experience and qualifications of personnel; availability of personnel, equipment and facilities to perform expeditiously; past performance with respect to control of costs, quality of work, ability to meet deadlines; the submittal of a formal work plan; the fixed fee price (subject to further downward negotiation).

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).*

Offerers are advised that all materials submitted to the State of Rhode Island for consideration in response to this Letter of Interest/Request for Qualifications 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 respondent should be aware of the State's Minority Business Enterprise (MBE) requirement for this project is Ten percent (10%) participation goal by MBE's. The Contractor shall review and assign MBE percentages to each trade participating in the project. For further information, contact the MBE Administrator, at (401) 574-8253 or visit the website at <http://www.mbe.ri.gov>

Questions, in **Microsoft Word Format**, concerning this solicitation, may be E-Mailed to the Division of Purchases to bidinfo@purchasing.ri.gov no later than the Date and Time indicated on page one (1) of this solicitation. Please reference the **RFQ #7461303** 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 respondents to download this additional information. *If technical assistance is required to download, call the Help desk at (401) 222-3766.*

Proposals to provide the required services must be received by the Division of Purchases **on or before April 1, 2013 at 1:30 pm Local Prevailing Time** responses (**a clearly marked original plus copies as defined previously in this document**) should be mailed or hand-delivered in a sealed envelopes as delineated below which are clearly marked with the "RFQ NUMBER 7461303" to:

By Courier or Mail:

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

Proposals received after the above-referenced Closing date and time may not be considered. Proposals must be presented to the Purchasing Receptionist for check-in and time stamp prior to the bid opening date and time. 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 Fed-Ex/UPS and other carriers do not always arrive by 1:30 pm, you are encouraged to send your submission to arrive at least one day early)**

RESPONSE CONTENTS

Responses must 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 statement of experience describing the Offeror's background, qualification, and experience with similar projects and all information described elsewhere in this solicitation.
- A completed and signed W-9 Form downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov by clicking on RIVIP, then General Information and then Standard Forms.

SECTION 2 – SCOPE OF WORK

- A. All Labor, Material, Equipment, Services, Tools, Incidentals and Administration to complete the Pastore Center Parking Improvements, including but is not limited to: bituminous paving and sitework, landscaping, concrete sidewalks, concrete work,

curb installation, berm installation, pavement geotextile/geomembrane installation, pavement removal, gravel base installation, drainage work, surface restoration, re-grading, fine grading, ADA accessible ramp installation, utility adjustments, pavement markings, traffic control, traffic protection, tree removal, tree protection, signage, specialties, miscellaneous equipment, miscellaneous furnishings, and miscellaneous tasks as listed within the Plans and the Project Manual.

B. The work includes the Pastore Center Parking and Pedestrian Facilities.

Complete details of the scope of work are available on a CD, dated January 2013, which includes the Project Drawings and the Project Manual.

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.

The intent of this Request for Qualifications is to identify and award the project to qualified General Contractors that are interested in providing the services necessary to complete the scope of work with quality and within the prescribed time frame.

PROPOSAL SUBMISSION

A **Mandatory Pre-proposal Conference**, for the purpose of clarifying the scope and intent of this requirement, will be held as noted on page one "Key Information".

Persons requesting the services of an interpreter for the hearing impaired may obtain those services by calling 401-222-5300 forty-eight (48) hours in advance of the pre-bid conference.

A summary of this meeting will be issued, as an addendum, and posted on the Rhode Island Division of Purchases home page at www.purchasing.ri.gov

Interested bidders may **submit proposals** to provide the services covered by this Request on or before April 1, 2013 at 1:30 pm Local Prevailing Time. Proposals received after this time and date may not be considered.

Proposals must include the following:

1. An R.I.V.I.P. generated bidder certification cover sheet (downloaded from the R.I. Division of Purchases Internet home page at www.purchasing.ri.gov)
2. All information and criteria requested as part of the bid package and bid form.
3. Oral, telephonic, telegraphic, facsimile, or other electronically transmitted bids will not be considered. Bids must be hand delivered or mailed, and the Bidder assumes full responsibility for the timely delivery at the location designated for the receipt of Bids.

Respondents are required to submit an original document (**clearly marked Original**) and copies as prescribed previously in this document.

EVALUATION, BIDDER SELECTION, AND BASIS OF PROJECT AWARD.

Awards will be made with reasonable promptness and by written notice to the successful bidder (only); bids are considered to be irrevocable for a period of ninety (90) days following the bid opening unless expressly provided for to the contrary in the Request, and may not be withdrawn during this period without the express permission of the Purchasing Agent.

a. Awards shall be made to the bidder(s) whose offer(s) constitutes the lowest responsive price offer (or lowest responsive price offer on an evaluated basis) for the item(s) in question or for the Request as a whole, at the option of the State. The State reserves the right to determine those offers which are responsive to the Request or which otherwise serve its best interests.

b. The State reserves the right, before making award, to initiate investigations as to whether or not the materials, equipment, supplies, qualifications or facilities offered by the bidder meet the requirements set forth in the proposal and specification, and are ample and sufficient to insure the proper performance of the contract in the event of award. If upon such examination it is found that the conditions of the proposal are not complied with or that articles or equipment proposed to be furnished do not meet the requirements called for, or that the qualifications or facilities are not satisfactory, the State may reject such a bid. It is distinctly understood, however, that nothing in the foregoing shall mean or imply that it is obligatory upon the State to make any examinations before awarding a contract; and it is further understood that if such examination is made, it in no way relieves the contractor from fulfilling all requirements and conditions of the contract.

c. Qualified or conditional offers which impose limitations of the bidder's liability or modify the requirements of the bid, offers for alternate specifications, or which are made subject to different terms and conditions than those specified by the State may, at the option of the State, be

1. rejected as being non-responsive, or
2. set aside in favor of the State's terms and conditions (with the consent of the bidder), or
3. accepted, where the State Purchasing Agent determines that such acceptance best serves the interests of the State.

Acceptance or rejection of alternate or counter-offers by the State shall not constitute a precedent which shall be considered to be binding on successive solicitations or procurements.

d. Bids submitted in pencil, or which do not bear an original signature, in ink, by an owner or authorized agent thereof, will not be accepted.

e. Bids must be extended in the unit of measure specified in the Request. In the event of any discrepancy between unit prices and their extensions, the unit price will govern.

- f. The Purchasing Agent reserves the right to determine the responsibility of any bidder for a particular procurement.
- g. The Purchasing Agent reserves the right to reject any and all bids in whole or in part, to waive technical defects, irregularities, and omissions, and to give consideration to past performance of the offerors where, in his/her judgment the best interests of the State will be served by so doing.
- h. The Purchasing Agent reserves the right to make awards by items, group of items or on the total low bid for all the items specified as indicated in the detailed specification, unless the bidder specifically indicates otherwise in his bid.
- i. Preference may be given to bids on products raised or manufactured in the State, other things being equal.
- j. The impact of discounted payment terms shall not be considered in evaluating responses to any Request.
- k. The Purchasing Agent reserves the right to act in the State's best interests regarding awards caused by clerical errors by the Office of Purchases.

After review, one or more respondents may be invited to answer questions that allow the Owner and Design Team to determine which firm will be awarded the project based on the costs and confirmation that the Scope of Work is clear and that the Bid Costs includes all work. As such, the Bidder shall ensure that all key team members are available during the period of April 1, 2013 – April 22, 2013 for a Scope of Review meeting that will assist the Owner and Design Team in determining the completeness of the proposals. Additionally, the Bidder shall be prepared to provide all required documents (i.e. Bond, Insurance, MBE and etc.) for prompt execution of the Contract. It is further understood that if such examination and review is made, it in no way relieves the contractor from fulfilling all requirements and conditions of the contract.

End of Section 000000
Solicitation Information RFQ #7461303



**STATE OF RHODE ISLAND
Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855**

**David Cadoret
401-574-8131
David.Cadoret@purchasing.ri.gov
Purchasing website: www.purchasing.ri.gov**

**Solicitation Information
RFQ # 7461303**

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.

PURCHASE AGREEMENT BID

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 ordered 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.

INSPECTION REQUIREMENTS

BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. *MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.



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**Solicitation Information
RFQ # 7461303**

WAGE REQUIREMENTS

BIDDERS ARE ADVISED THAT ALL PROVISIONS OF TITLE 37 CHAPTER 13 OF THE GENERAL LAWS OF RHODE ISLAND APPLY TO THE WORK COVERED BY THIS REQUEST, AND THAT PAYMENT OF THE GENERAL PREVAILING RATE OF PER DIEM WAGES AND THE GENERAL PREVAILING RATE FOR REGULAR, OVERTIME, AND OTHER WORKING CONDITIONS EXISTING IN THE LOCALITY FOR EACH CRAFT, MECHANIC, TEAMSTER, OR TYPE OF WORKMAN NEEDED TO EXECUTE THIS WORK IS A REQUIREMENT FOR BOTH CONTRACTORS AND SUBCONTRACTORS. THE PREVAILING WAGE TABLE MAY BE OBTAINED AT THE RI DIVISION OF PURCHASES HOME PAGE BY INTERNET at www.purchasing.state.ri.us. SELECT "INFORMATION" AND THEN SELECT "PREVAILING WAGE TABLE". THE STATE OF RHODE ISLAND USES THE GENERAL DECISION NUMBER RI20100001. PRINTING THE ENTIRE DOCUMENT AVERAGES APPROXIMATELY ONE MINUTE PER PAGE - YOU MAY WANT TO PRINT ONLY THE PAGES APPLICABLE TO YOUR BID. BIDDERS NOTE: IN THE EVENT THIS BID SPECIFIES PRICE OFFERS ON A TIME-AND-MATERIALS BASIS, i.e., AN HOURLY RATE, ANY OR ALL BIDS SUBMITTED IN AN AMOUNT LESS THAN THE PREVAILING RATE IN EFFECT FOR THE WORK COVERED BY THIS REQUEST AS OF THE DATE OF BID ISSUANCE SHALL BE REJECTED BY THE DIVISION OF PURCHASES.

THIS THIRD-PARTY LINK WWW.WDOL.GOV/DBA.ASPX#0 IS PROVIDED AS A COURTESY TO POTENTIAL VENDORS FOR GUIDANCE PURPOSES ONLY. THE DIVISION OF PURCHASES IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION CONTAINED ON THIS WEBSITE OR ANY THIRD-PARTY WEBSITE. ANY AND ALL VENDORS SUBMITTING PROPOSALS IN RESPONSE TO THIS SOLICITATION BEAR THE SOLE RESPONSIBILITY AND BURDEN TO SUBMIT PROPOSALS THAT ARE BASED ON ACCURATE INFORMATION AND ARE IN COMPLIANCE WITH LAW.



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**Solicitation Information
RFQ # 7461303**

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.



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Solicitation Information
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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.

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.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

FISCAL YEAR - AWARD EXTENDING PAST FISCAL YR END

AWARDS EXTENDING BEYOND JUNE 30TH 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.



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Solicitation Information
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VENDOR SPECIFICATIONS

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.

NOTICE TO VENDORS

Effective **January 1, 2013** all *public works project* related bids or proposals exceeding **Five Hundred Thousand (\$500,000) dollars** are required to include a "public copy." All agency contract solicitations and invitations for bids, etc. shall state that any bid or proposal that exceeds Five Hundred Thousand (\$500,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal in excess of Five Hundred Thousand (\$500,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. For further information, please see R. I. Gen. Laws §37-2-18(j)..



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Solicitation Information
RFQ # 7461303

REVISED

December 11, 2012

NOTICE TO CONTRACTORS
AND VENDORS BIDDING
ON PUBLIC WORKS PROJECTS

Effective **January 1, 2013** all Public Works related project proposals exceeding Five Hundred Thousand (\$500,000) dollars are required to include a “public copy.” All agency contract solicitations, requests for proposals, invitations for bids, etc. shall state that any bid or proposal that exceeds Five Hundred Thousand (\$500,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal in excess of Five Hundred Thousand (\$500,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. Additionally, proposals submitted for a Master Price Agreement, when the total amount potentially may exceed Five Hundred Thousand (\$500,000) and the solicitation expressly requires any or all vendors to submit a public copy, must include a copy to be available for public inspection.

For further information, see R.I. Gen. Laws Section 37-2-18(j) and State Procurement Regulations at www.purchasing.ri.gov. This requirement applies to all public works projects (vertical and horizontal) exceeding Five Hundred Thousand (\$500,000) dollars and any combination of base bid plus all alternates.



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Solicitation Information
RFQ # 7461303

In accordance to the State Procurement Regulations the following conditions are required:

1. All bid proposals shall be opened publicly and read aloud.
2. Each bid, together with the name of the bidder, shall be recorded and an abstract made available "immediately" for public inspection.
3. Copy of the redacted bid proposal shall be available for public inspection by the close of the business the day the subject bid(s) and/or contract(s) is opened by the Division of Purchases.
4. The burden to identify and withhold from the public copy that is released at the bid opening any trade secrets, commercial or financial information, or other information the bidder deems not subject to public disclosure pursuant to Chapter 38-2, the Access to Public Records Act, shall rest solely and exclusively with the bidder submitting the bid proposal.
5. At the time that a proposal is submitted, a bidder must submit a redacted copy of the bid proposal in a PDF (Portable Document File) file format on a read only CD-R Media Disk (hereinafter referred to as a "CD"). Vendors are required to provide all documents submitted in response to the bid solicitation on the CD.
 - a. The acceptable media is a CD-R. Media that is read/writable (CD RW) will not be accepted.
 - b. Only readable, not writeable media is acceptable.
 - c. Vendor is responsible for supplying their own CD-R media.
 - d. Vendor is responsible for the integrity of the CD.
6. Failure of the bidder to submit a public copy on a readable CD, as required by RIGL 37-2-18 as amended, shall result in the disqualification of said bid.



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

David Cadoret
401-574-8131
David.Cadoret@purchasing.ri.gov
Purchasing website: www.purchasing.ri.gov

Solicitation Information
RFQ # 7461303

7. CD must be enclosed in a protective cover and the protective cover clearly labeled with the following:
 - a. Marked "Public Copy"
 - b. Title of Solicitation as it appears on the RIVIP cover letter.
 - c. Name of Company and Vendor ID as it appears on the RIVIP cover letter.
 - d. Bid Response Number as it appears on the RIVIP cover letter.
 - e. Date of Bid as it appears on the RIVIP cover letter.
8. Bid response on CD-R to be in a PDF (Portable Document Format).
 - a. One PDF file will be on the CD-R. File to meet the following requirements:
 - i. Only one file will contain all documents in response to the bid. If you have more than one document for the response, the documents must be concatenated or merged into one PDF document. Failure to submit only one PDF file may result in disqualification of bid.
 - ii. File should be named in the following manner:
 1. BidNumber_DateofBid_VendorName_VendorID.pdf.
Where:
 1. Bid Number is the bid number for which the response is for as it appears on the RIVIP cover sheet.
 2. Dateofbid is date of bid using the format (mm-dd-yyyy).
 3. VendorName is the name of the vendor as one word – no spaces or punctuation.
 4. Vendor ID as it appears on the RIVIP vendor cover sheet.

Note: you must use underscores in separating the fields. Do not use underscores anywhere else in the filename other than to separate the fields.

Example: 1234567_06-01-2011_Vendor1_9876.pdf