

**Date: March 29, 2013**

**RFQ # 7461369**

**TITLE: Replacement of Generators at the Lincoln Campus of CCRI**

**CLOSING DATE AND TIME: Thursday April 25, 2013 @ 11:30 AM (Local Prevailing Time) (LPT)**

**PRE-BID PROPOSAL CONFERENCE: YES, April 9, 2013 @ 9:00 am (LPT)**

**MANDATORY: YES**

**LOCATION: CCRI Flanagan Campus, Physical Plant Directors Office Rm. 0140, 1762 Louisquissett Pike, Lincoln, RI 02865**

Questions concerning this solicitation may be e-mailed, in Microsoft Word format, to the Division of Purchases at [questions@purchasing.ri.gov](mailto:questions@purchasing.ri.gov) no later than **4/15/2013 @ 12:00 noon LPT**. Please reference the RFQ # on all correspondence. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

**SURETY REQUIRED: Yes**

**BOND REQUIRED: Yes**

**Thomas Bovis  
Interdepartmental Project Manager**

**Vendors must register on-line at the State Purchasing Website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)**

**NOTE TO VENDORS:**

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

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

DOCUMENT 000020

INVITATION TO BID

NOTICE TO CONTRACTORS – BID NO. 7461369

DATE: MARCH 29, 2013

AWARDING AUTHORITY: STATE OF RHODE ISLAND  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF PURCHASES  
ONE CAPITOL HILL  
PROVIDENCE, RHODE ISLAND 02908

OWNER: COMMUNITY COLLEGE OF RHODE ISLAND  
400 EAST AVENUE  
WARWICK, RI

PROJECT: COMMUNITY COLLEGE OF RHODE ISLAND  
FLANAGAN CAMPUS  
LINCOLN, RHODE ISLAND 02865  
REPLACEMENT GENERATORS

Contractors are invited to submit a sealed lump sum bid proposal on the Bid Form provided in the Specifications for the above referenced Project in accordance with the requirements of the Contract Documents and the following instructions. The work comprises a single General Contract for Replacement Generators at the CCRI Flanagan Campus, Lincoln, RI.

Bid Proposals are to be submitted in duplicate on the attached Bid Forms in a sealed envelope addressed to the above awarding authority on or before: **Thursday April 25, 2013 @ 11:30 AM (EST)** clearly marked with the Project Name.

**NOTE:** Plans and specifications are available to download from the RI Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov) (labeled with the issue date of this Solicitation Information document) at no cost.

BID SECURITY is required in the amount of FIVE PERCENT (5%) of the Bid for all bidders, in accordance with the Instructions to Bidders. Bid Security shall be in the form of Bid Bond or a certified check payable to the STATE OF RHODE ISLAND.

The successful Contractor shall furnish PERFORMANCE AND LABOR AND MATERIALS PAYMENT BONDS covering the faithful performance of the Contract and Payment of obligation arising thereunder. The cost of bonds shall be included in the Contract Sum. The amount of each bond shall be equal to ONE HUNDRED percent (100%) of the Contract Sum.

This project is subject to terms, conditions and provisions of the Rhode Island General Laws Chapter 37-14.1 et. Seq, and regulations promulgated thereunder, which require that ten percent (10%) of the dollar value of work performed on the project be performed by minority business enterprises, and that wage rates to be paid under the Contract for this project must be in accordance with those prevailing wages on file in the Rhode Island Department of Labor, Office of the Director.

Bidders are also subject to the terms, conditions, and provisions of Chapters 2, 12, and 13 of Title 37, general laws of the State of Rhode Island, 1956 as amended, including apprentice requirements of 13-3.1.

The **Owner** will hold a **Mandatory pre-bid** conference at:

**CCRI Lincoln Campus, 1762 Louisquissett Pike, Lincoln, RI 02865**

Time: 9:00 AM (LPT) Date: April 9, 2013.

**A representative from the firm submitting a bid must attend the mandatory pre bid conference.**

The Owner reserves the right to waive irregularities and to reject any or all bids, wholly or in part, to waive any informalities or defects in any or all bids and to make awards deemed in the best interest of the Owner.

**REPLACEMENT OF GENERATORS AT THE LINCOLN CAMPUS  
OF CCRI AS PER THE ATTACHED ENGINEERING DESIGN SPECIFICATIONS AND AS  
FOLLOWS:**

VENDOR TO SUPPLY ALL LABOR, MATERIAL AND EQUIPMENT NEEDED FOR COMPLETE INSTALLATION OF NEW GENERATORS

ADDITIONAL REQUIREMENTS:

**A. PROJECT COMPLETION:**

90 DAYS FROM ISSUANCE OF PURCHASE ORDER.

VENDOR MUST DESIGNATE A PROJECT MANAGER TO CONDUCT WEEKLY PROJECT PROGRESS MEETINGS AND ISSUE MINUTES OF MEETINGS BY THE NEXT BUSINESS DAY.

MEETINGS WILL BE HELD ONSITE AT CCRI LINCOLN CAMPUS.

THE LOCATION AND SCHEDULE FOR THE PROGRESS MEETING WILL BE ARRANGED WITH THE ASSOCIATE DIRECTOR OF THE PHYSICAL PLANT OR DESIGNEE. .

**B. WORK HOURS:**

PROJECT IS TO BE COMPLETED DURING NORMAL OPERATING BUSINESS HOURS 7 AM - 3:30 PM MON-FRI.

VENDOR MUST SCHEDULE WORK FOR NON OPERATING HOURS IN ADVANCE WITH PHYSICAL PLANT DEPARTMENT. .

**C. VENDOR RESPONSIBLE FOR ALL LABOR INCLUDING BUT NOT LIMITED TO ELECTRICAL, PLUMBING, GENERAL AS REQUIRED BY THE SCOPE OF WORK. .**

**D. VENDOR RESPONSIBLE FOR ANY REQUIRED LOCAL AND STATE PERMITS. .**

**E. AT ALL TIMES DURING AND AT COMPLETION OF PROJECT, CONSTRUCTION AREAS ARE TO BE KEPT IN A CLEAN, SAFE AND ACCEPTABLE CONDITION. .**

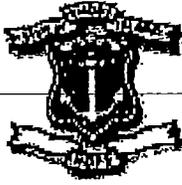
**F. VENDOR RESPONSIBLE FOR REMOVING ALL PROJECT DEBRIS OFF-SITE DAILY. .**

**G. DURING PROJECT WORK, COMPLETE ACCESS TO EXIT DOORWAYS AND ENTRANCES MUST BE MAINTAINED. ANY TEMPORARY CLOSING OF ENTRANCES OR EXITS DUE TO PROJECT WORK MUST BE APPROVED IN ADVANCE BY CCRI PHYSICAL PLANT DEPARTMENT. .**

**H. VENDOR RESPONSIBLE FOR ALL SAFETY SIGNAGE BOTH OUTSIDE AND INSIDE THE BUILDING AS REQUIRED ENSURING THE SAFETY OF CCRI STUDENTS, EMPLOYEES AND VISITORS TO THE CAMPUS. .**

**I. ALL COMPLETED WORK MUST BE INSPECTED AND APPROVED BY THE ASSOCIATE DIRECTOR OF THE PHYSICAL PLANT OR HIS DESIGNEE.**

**END OF DOCUMENT**



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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

**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)..

Dated: December 11, 2012



State of Rhode Island Department of Administration  
Division of Purchases

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](http://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.

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.
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**

9. Purchasing staff will officially conclude the bid opening and all loaded proposals will be posted to the Purchasing web site. All proposals will be available immediately after bid opening [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

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For technical assistance, contact the Division of Purchases office at 574-8100.