

# Request for Quote

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

CREATION DATE : 04-APR-13  
 BID NUMBER: 7461392  
 TITLE: Carpet Replacement at the Dept. of Labor & Training,  
 DLT  
 BID CLOSING DATE AND TIME: 07-MAY-2013 02:00:00

BUYER: Ohara 2nd, John F  
 PHONE #: 401-574-8125

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DOA CONTROLLER  
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DLT BUSINESS AFFAIRS UNIT  
 BUILDING #73  
 1511 PONTIAC AVE  
 CRANSTON, RI 02920  
 US

Requisition Number: 1309699

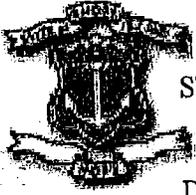
Line	Description	Quantity	Unit	Unit Price	Total
1	There will be a Mandatory Pre-Bid Conference held: on 4/23/2013 at 10:00 AM. Location: 1511 Pontiac Ave, Building #73 (Main Entrance) Cranston RI BIDDER IS REQUIRED TO PROVIDE A BID SURETY IN THE FORM OF A BID BOND, OR A CERTIFIED CHECK PAYABLE TO THE STATE OF RHODE ISLAND, IN THE AMOUNT OF A SUM NOT LESS THAN FIVE PERCENT (5%) OF THE BID PRICE. BID SURETY MUST BE ATTACHED TO THE BID FORM. THE SUCCESSFUL BIDDER WILL ALSO BE REQUIRED TO FURNISH PERFORMANCE AND LABOR AND PAYMENT BONDS AT TIME OF TENTATIVE CONTRACT AWARD. TOTAL COST FOR THE CARPET REPLACEMENT - PHASE 1	1.00	Each		

Questions concerning this solicitation must be received by the Division of Purchases at: [construction@purchasing.ri.gov](mailto:construction@purchasing.ri.gov) no later than April 26, 2013 at 12:00 noon (ET). Questions should be submitted in a Microsoft Word attachment. Please reference the RFQ# on all correspondence. 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.

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



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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

Tel: (401) 574-8100  
Fax: (401) 574-8387  
Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

April 4, 2013

BID 7461392 Carpet Replacement at DLT

SPECIFICATIONS

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## **SECTION 1: INTRODUCTION**

The Rhode Island Department of Administration/Division of Purchases, on behalf of the Rhode Island Department of Labor and Training, is soliciting Quotes from qualified vendors to replace carpeting, in accordance with the terms of this Request for Quotes and the State's General Conditions of Purchase, which may be obtained at the Rhode Island Division of Purchases Home Page by Internet at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

### **INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:**

1. Potential vendors are advised to review all sections of this RFQ carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the Quote.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, Quotes which depart from or materially alter the terms, requirements, or scope of work defined by this RFQ will be rejected as being non-responsive.
3. All costs associated with developing or submitting a Quote in response to this RFQ, or to provide oral or written clarification of its content shall be borne by the vendor. The State assumes no responsibility for these costs.
4. Quotes are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
6. Quotes misdirected to other state locations, or which are otherwise not present in the Division at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division.
7. It is intended that an award pursuant to this RFQ will be made to a prime vendor, or prime vendors in the various categories, who will assume responsibility for all aspects of the work. Joint venture and cooperative Quotes will not be considered. Subcontracts are permitted, provided that their use is clearly indicated in the vendor's Quote and the subcontractor(s) to be used is identified in the Quote.
8. All Quotes should include the vendor's FEIN or Social Security number as evidenced by a W9, downloadable from the Division's website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

9. The purchase of services under an award made pursuant to this RFQ will be contingent on the availability of funds.
10. Vendors are advised that all materials submitted to the State for consideration in response to this RFQ will be considered to be Public Records as defined in Title 38, Chapter 2 of the General Laws of Rhode Island, without exception, and will be released for inspection immediately upon request once an award has been made.
11. 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.
12. Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1  
Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Opportunity Office at (401) 222-3090.
13. In accordance with Title 7, Chapter 1.2 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 successful vendor(s).
14. The vendor should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of ten percent (10%) participation by MBE's in all State procurements. For further information, contact the MBE Administrator at (401) 574-8253 or visit the website [www.mbe.ri.gov](http://www.mbe.ri.gov) or contact [charles.newton@doa.ri.gov](mailto:charles.newton@doa.ri.gov).

## **SECTION 2: BACKGROUND**

**The Department of Labor and Training is a large multi-division entity that provides a wide variety of services to the state business community and general public.**

## **SECTION 3: SCOPE OF WORK**

### **General Scope of Work**

The vendor will be responsible to remove existing carpeting and replace it in all designated areas. Vendors will be required to schedule a walk-through with the Department of Labor and Training contact person, D.L.T. maintenance liaison, Edward J. Tetzner for the purpose of viewing and taking accurate measurements. Each vendor is required to submit a quote for the Carpet replacement work to be conducted at the Main Office, located at 1511 Pontiac Ave., Cranston as follows; the quote will include conducting all vendor services during our normal business hours 8:00 am to 4:00 pm.

### **Specific Activities / Tasks**

1. Carpet removal and replacement work must begin two weeks after the bid is awarded and all work must be completed within six calendar weeks from the start date.
2. At the conclusion of each Vendor work shift the vendor will be required to remove and dispose of all debris generated during that shift.
3. The vendor is required to maintain a safe work environment.
4. At the request of the vendor DLT will provide a secure area to the vendor for the purpose of storing at their own risk both tools and product.
5. The vendor is responsible for calculating their own accurate measurements during a walk through with the DLT Maintenance Liaison Edward J. Tetzner at #401-462-8205.
6. The vendor is responsible for preparing all floor surfaces prior to installation, including actions such as, patching and leveling as needed. The vendor is also responsible for lifting furniture during the preparation and installation process.
7. The following carpeted areas at the Main Offices of DLT located at 1511 Pontiac Ave will be replaced:

Bldg # 73-3, hallway outside the elevator, Conference Room, Workforce Development Director Office suite,

Bldg # 73-2, Hallway outside elevator, Conference Room, Office next to Conference room,

Bldg # 73-1, Conference Room, Hallway from café to stairwell located adjacent to Business Affairs, both Glass enclosed Ramp connectors between Bldg # 73-1 and Bldg # 72-1.

Bldg # 72-1, Marketing hallway and 3 Offices, 1 Break Room.

Bldg # 70-3, all the currently carpeted areas.

#### **SECTION 4: PRODUCT SPECIFICATION**

1. Vendor must use 26 oz. Pattern Loop modular carpet tiles, 24" X 24", Permanent Antistatic tiles manufactured by Shaw (item # 89500) at the Main Office, located at 1511 Pontiac Ave., Cranston.
2. Wherever necessary Latex leveling Compound, Single trowel application.
- 3 Low odor adhesive must be used.
- 4 4 inch vinyl base cove replaced as needed.
5. Metal transition strip used only where absolutely necessary.

#### **SECTION 7: QUOTE SUBMISSION**

Questions concerning this solicitation may be emailed to the Division of Purchases at [construction@purchasing.ri.gov](mailto:construction@purchasing.ri.gov) no later than the date and time indicated on page one of this solicitation. Please reference **RFQ (# #####)** on all correspondence. Questions should be submitted in a Microsoft Word attachment. 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. If technical assistance is required to download, call the Help Desk at (401) 5749709.

Offerors are encouraged to submit written questions to the Division of Purchases **No other contact with State parties will be permitted** Interested offerors may submit Quotes to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases will not be considered.

Responses should be mailed or hand-delivered in a sealed envelopemarked "RFQ#" to:

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

NOTE: Quotes received after the above-referenced due date and time will not be considered. Quotes misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Quotes faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases

#### **RESPONSE CONTENTS**

Responses should include the following:

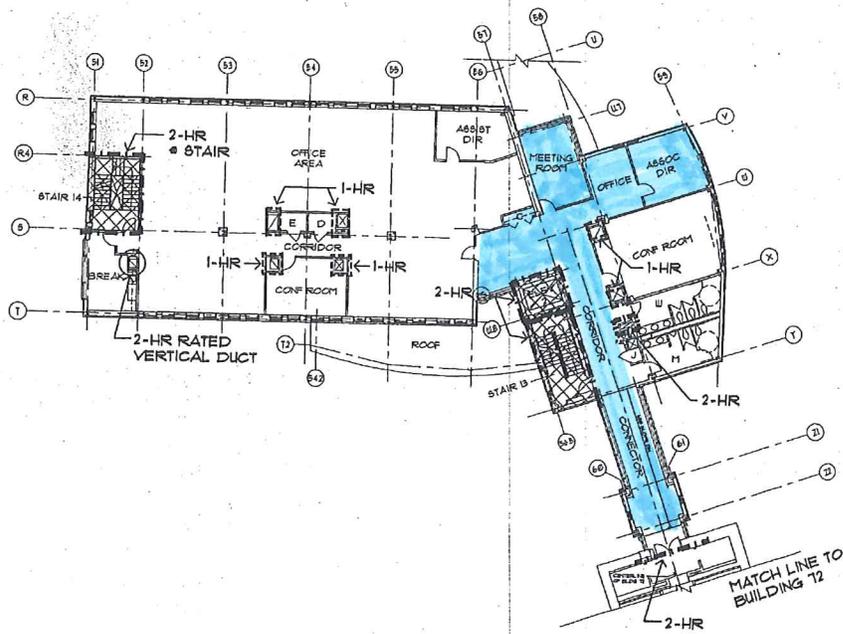
1. A completed and signed fourpage R.I.V.I.P generated bidder certification cover sheet downloaded from the RI Division of PurchasesInternet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
2. A completed and signed W-9 downloaded from the RI Division of Purchases Internet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

#### **CONCLUDING STATEMENTS**

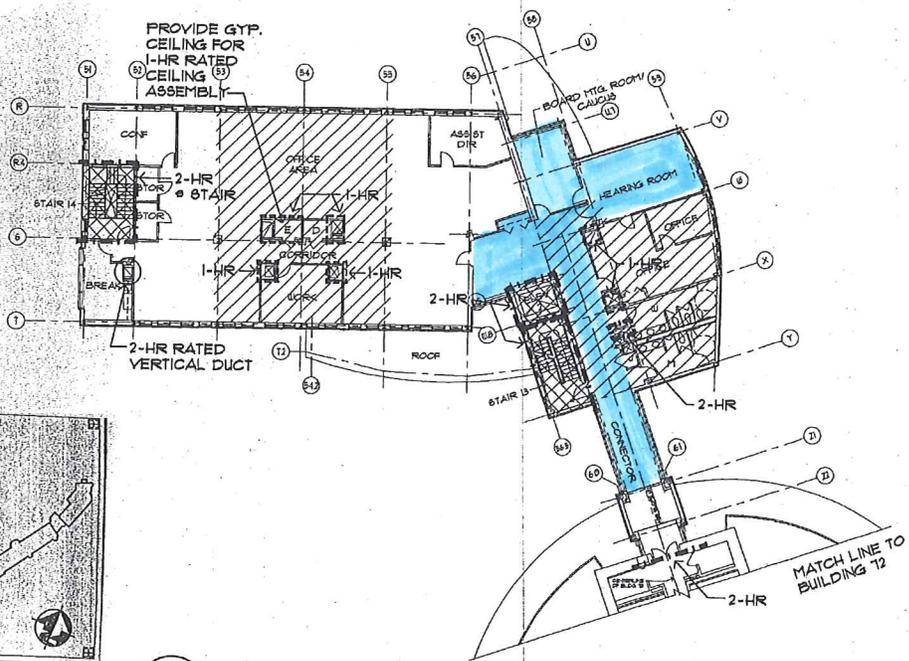
Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all Quotes, and to award in its best interest.

Quotes found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

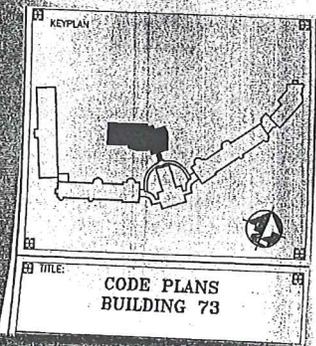
The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.



4 CODE PLAN, BLDG 73 THIRD FLOOR  
 X06 1/16" = 1'-0"



3 CODE PLAN, BLDG 73 SECOND FLOOR  
 X06 1/16" = 1'-0"



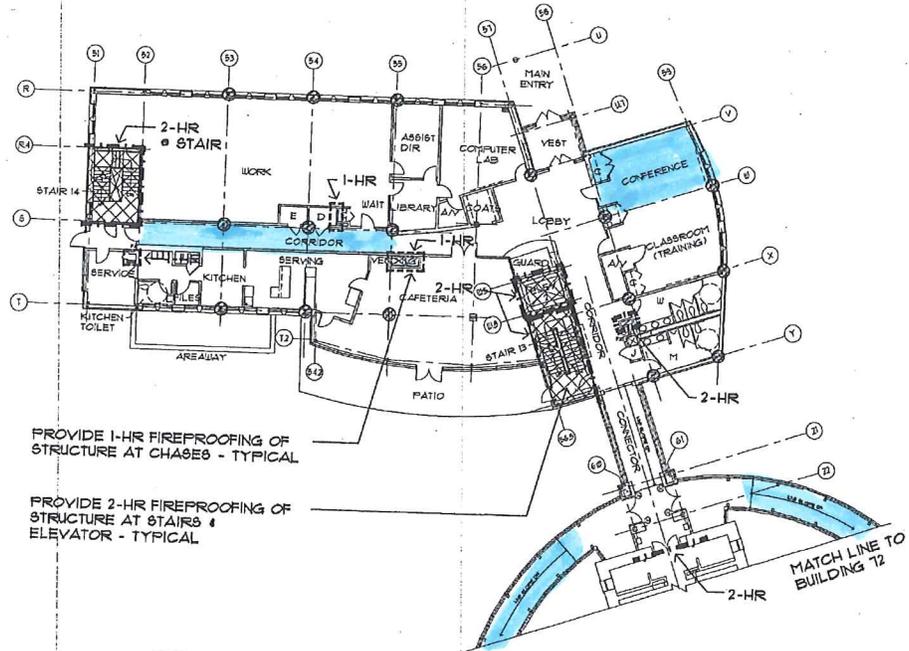
SA-GCA Architects  
An Association of Architects  
And Goody, Clancy, Spangher & Associates

28 Charfield Avenue  
Cranston, RI 02905

RENOVATION AND RESTORATION  
OF  
CENTER GENERAL BUILDING

THE STATE OF RHODE ISLAND  
DEPARTMENT OF PLANNING AND  
CONSTRUCTION  
NEW HAVEN/PROVIDENCE  
FOOTBALL AVENUE  
CRANSTON, RHODE ISLAND

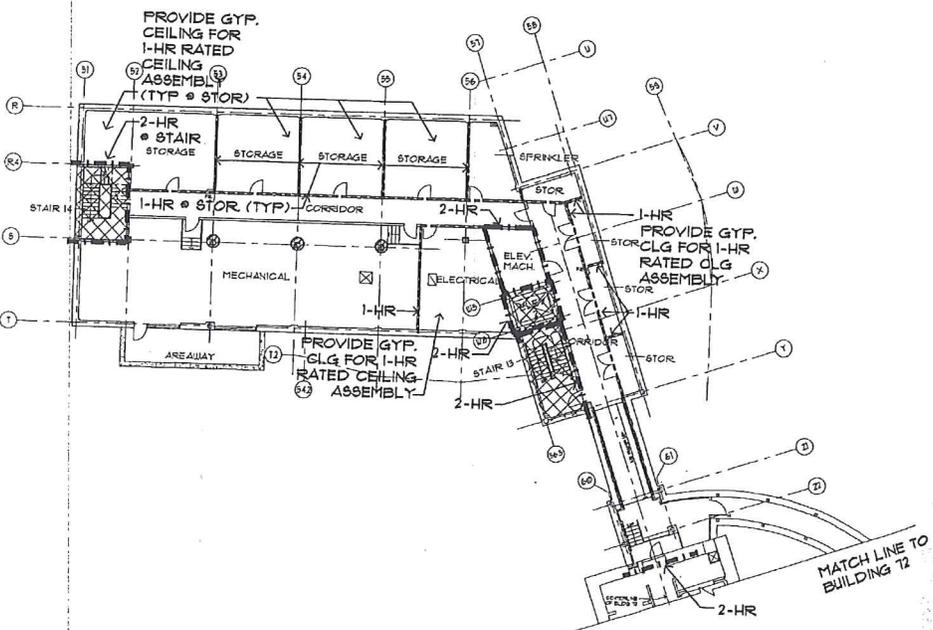
- LINE PARTITION
- - - - - LINE PARTITION
- [Hatched Box] 1-HR. RATED FIREPROOFING OF STRUCTURE
- [Cross-hatched Box] 2-HR. RATED FIREPROOFING OF STRUCTURE
- [Circle with X] 1-HR. RATED FIREPROOFING OF CEILING



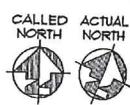
PROVIDE 1-HR FIREPROOFING OF STRUCTURE AT CHASES - TYPICAL

PROVIDE 2-HR FIREPROOFING OF STRUCTURE AT STAIRS & ELEVATOR - TYPICAL

2 CODE PLAN, BLDG 73 FIRST FLOOR  
X0.6 1/16" = 1'-0"

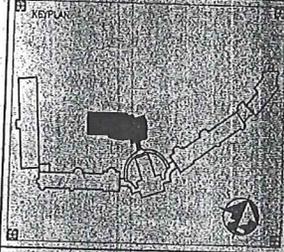


1 CODE PLAN, BLDG 73 GROUND FLOOR  
X0.6 1/16" = 1'-0"



7/24/98

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITTING	7/24/98
2	REVISIONS	
3	REVISIONS	

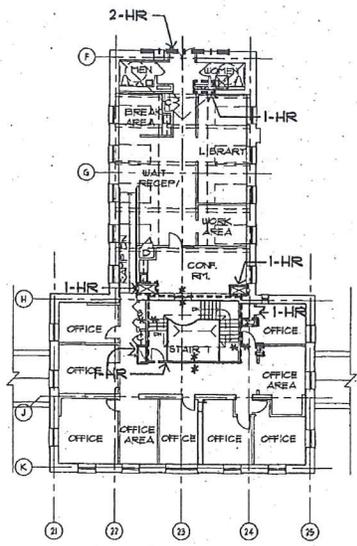


CODE PLANS  
BUILDING 73

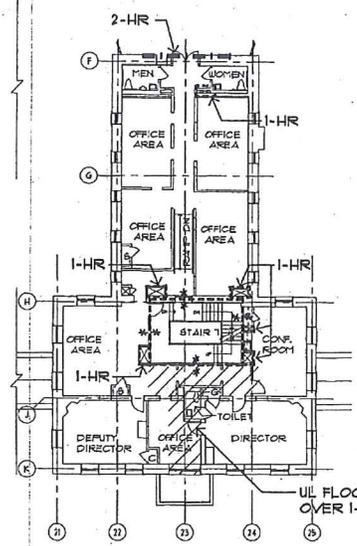
SA Job No. 97118 GCA Job No. 3910  
DRAWN BY: [Name] CL DATE: 7/24/98  
CHECKED BY: [Name] GRADING: 1/16" = 1'-0"



X0.6

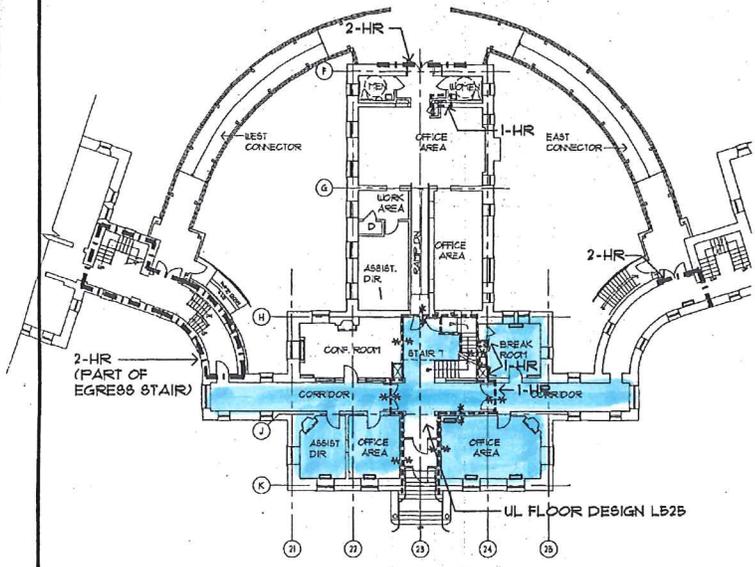


**7** CODE PLAN, BLDG 72 THIRD FL  
 X0.5 1/16" = 1'-0"



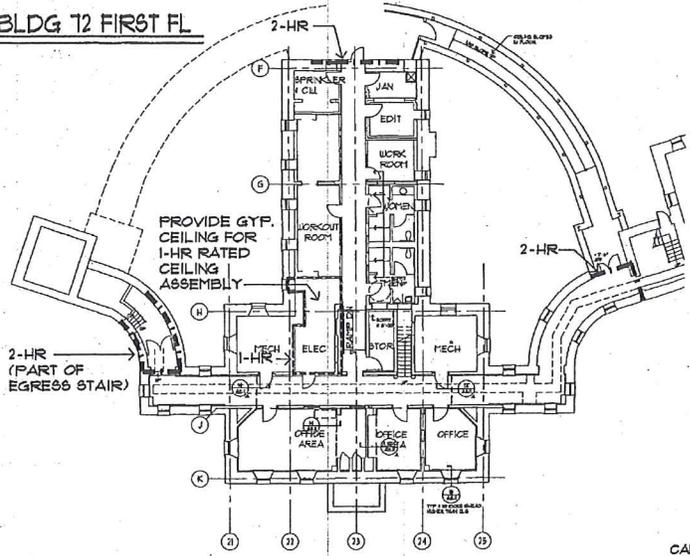
**6** CODE PLAN, BLDG 72 SECOND FL  
 X0.5 1/16" = 1'-0"

UL FLOOR DESIGN L525  
 OVER 1-HR EXIST ACCESS



**5** CODE PLAN, BLDG 72 FIRST FL  
 X0.5 1/16" = 1'-0"

**NOTE**  
 \* INDICATES WATER CURTAIN  
 (TYPICAL AT BUILDING 72,  
 STAIR 1)

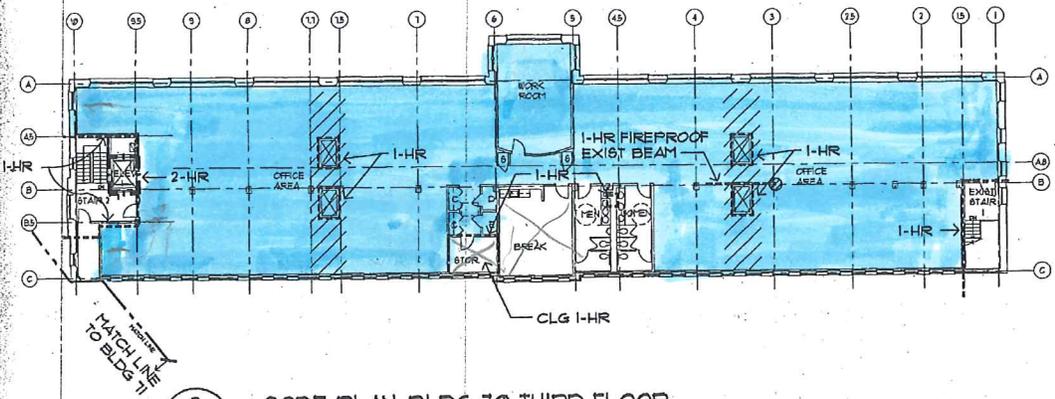


**4** CODE PLAN, BLDG 72 GROUND FL  
 X0.5 1/16" = 1'-0"

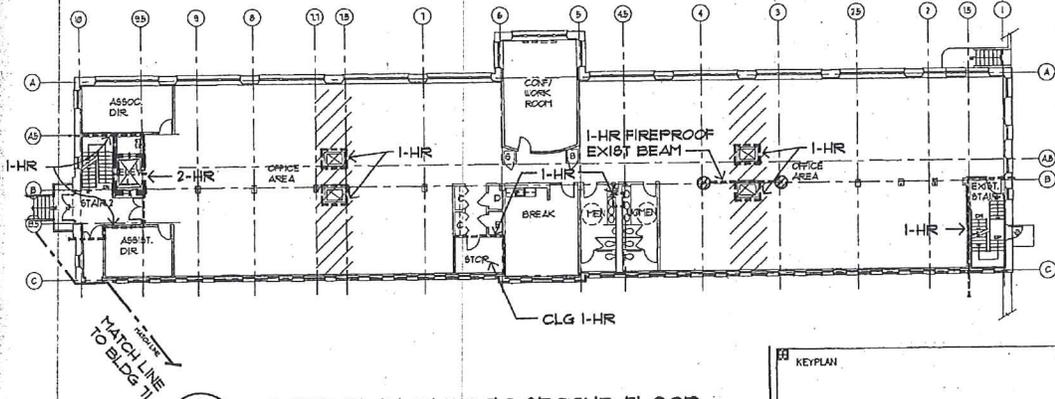
KEYPLAN

TITLE: CODE PLANS  
 BUILDING 70 & 72





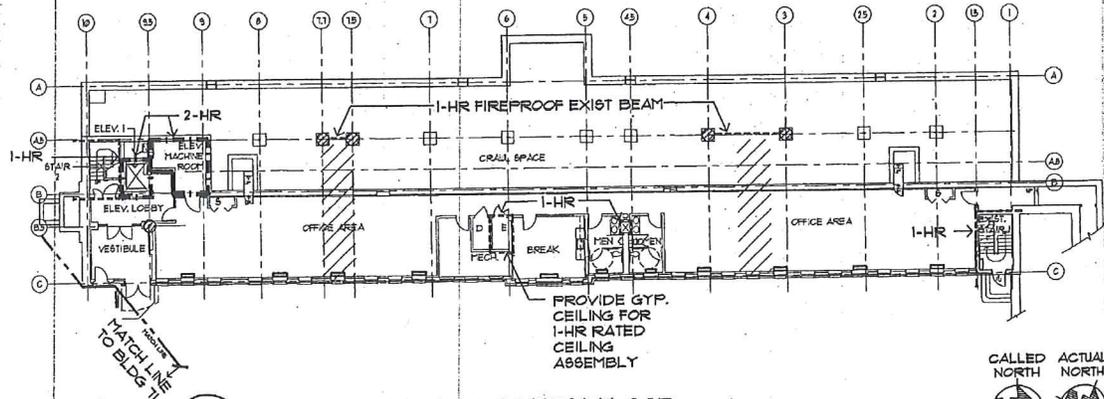
**3** CODE PLAN, BLDG 70 THIRD FLOOR  
 X0.5 1/16" = 1'-0"



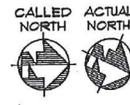
**2** CODE PLAN, BLDG 70 SECOND FLOOR  
 X0.5 1/16" = 1'-0"

KEYPLAN

TITLE: CODE PLANS BUILDING 70 & 72



**1** CODE PLAN, BLDG 70 FIRST FLOOR  
 X0.5 1/16" = 1'-0"



**Contract Terms and Conditions**

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**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.

**START DATE**

STARTING DATE \_\_\_\_\_ NO. OF WORKING DAYS REQUIRED FOR COMPLETION  
\_\_\_\_\_

**SURETY REQUIREMENTS**

BIDDER IS REQUIRED TO PROVIDE A BID SURETY IN THE FORM OF A BID BOND, OR A CERTIFIED CHECK PAYABLE TO THE STATE OF RHODE ISLAND, IN THE AMOUNT OF A SUM NOT LESS THAN FIVE PERCENT (5%) OF THE BID PRICE. BID SURETY MUST BE ATTACHED TO THE BID FORM. THE SUCCESSFUL BIDDER WILL ALSO BE REQUIRED TO FURNISH PERFORMANCE AND LABOR AND PAYMENT BONDS AT TIME OF TENTATIVE CONTRACT AWARD.

**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](http://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.

**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.

**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.

**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.