



Request for Quote

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

BUYER: Melillo, Charlotte A
 PHONE #: 401-574-8110

CREATION DATE : 10-JUL-13
 BID NUMBER: 7482366
 TITLE: FLOOR MAINTENANCE EQUIPMENT
 SERVICE/REPAIRS/INSPECTIONS - URI
 BLANKET START : 01-AUG-13
 BLANKET END : 30-JUN-16
 BID CLOSING DATE AND TIME:30-JUL-2013 10:30:00

B
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URI ACCOUNTS PAYABLE
 CARLOTTI ADMINISTRATION BLDG
 75 LOWER COLLEGE ROAD, SUITE 1
 KINGSTON, RI 02881
 US

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URI FACILITIES RECEIVING
 ATTN: SEE BELOW
 SHERMAN BLDG
 KINGSTON, RI 02881
 US

Requisition Number: 1316874

Line	Description	Quantity	Unit	Unit Price	Total
1	8/1/13 - 6/30/16 FLOOR MAINTENANCE EQUIPMENT SERVICE/REPAIRS/INSPECTIONS - URI PER ATTACHED SPECIFICATIONS QUESTIONS REGARDING THIS BID SHOULD BE EMAILED TO: charlotte.melillo@purchasing.ri.gov * 8/1/13-6/30/14 Hourly Rate for Service/Repairs	180.00	Hour		
2	8/1/13-6/30/14 Twice yearly equipment inspections	62.00	Each		
3	7/1/14-6/30/15 Twice yearly equipment inspections	62.00	Each		
4	7/1/14-6/30/15 Hourly rate for service and repairs	180.00	Hour		
5	7/1/15-6/30/16 Hourly rate for service and repairs	180.00	Hour		
6	7/1/15-6/30/16 Twice yearly equipment inspections	62.00	Each		
7	8/1/13 - 6/30/16 BID A PERCENTAGE DISCOUNT OFF RETAIL COST OF MATERIALS AND PARTS		%		

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

BLANKET REQUIREMENTS: 08/01/2013 - 06/30/2016

FLOOR MAINTENANCE EQUIPMENT SERVICE TO PROVIDE ONSITE INSPECTIONS, ADJUSTMENTS, AND MANUFACTURERS APPROVED SERVICE AND REPAIRS OF ALL WALK-BEHIND AND AUTO SCRUBBERS, INCLUDING ONE ADVANCE TRAC 280 AUTO SCRUBBER, 15 MINUTEMAN AND 15 TENNANT/NOBLES WALK-BEHIND SCRUBBERS. SERVICE AND REPAIRS SHALL INCLUDE LUBRICATION, ADJUSTMENTS, FILTER CHANGES, BATTERY SERVICING AND/OR REPLACEMENT, AND OTHER REPAIRS AS NEEDED.

TWICE YEARLY INSPECTIONS ON 1 ADVANCE TRAC 280, 15 MINUTEMAN AND 15 TENNANT/NOBLES FLOOR SCRUBBER UNITS.

EQUIPMENT ADDITIONS OR DELETIONS MAY OCCUR OVER TIME.

FOR ALL REPAIRS EXCEEDING \$150.00, THE VENDOR SHALL SUBMIT AN ESTIMATE TO THE CUSTODIAL SERVICES DEPARTMENT SPECIFYING WHAT REPAIRS ARE NEEDED, THE TIME REQUIRED TO COMPLETE THE REPAIRS, AND THE ESTIMATED COST OF REPAIRS.

THE VENDOR SHALL INVOICE BOTH THE HOURLY LABOR RATE AND FOR MATERIALS/PARTS. THE VENDOR SHALL APPLY A DISCOUNT OF NO LESS THAN TWENTY PERCENT (20%) OF STANDARD RETAIL COSTS FOR ALL INVOICED MATERIALS AND/OR PARTS. UPON DEMAND, THE VENDOR SHALL PROVIDE PRICE LISTS SPECIFYING THE NON-DISCOUNTED RETAIL COST OF ANY MATERIALS AND/OR PARTS.

THE VENDOR SHALL COMPLETE AND SUBMIT A MACHINE INSPECTION AND SERVICE CHECKLIST EACH TIME A SCRUBBER IS INSPECTED, ADJUSTED OR REPAIRED.

VENDOR SHALL INSPECT, ADJUST AND/OR REPAIR SCRUBBERS ON THE PREMISES. VENDOR SHALL NOT REMOVE SCRUBBERS FROM THE PREMISES WITHOUT APPROVAL FROM URI CUSTODIAL SERVICES.

INSPECTIONS, ADJUSTMENTS, AND/OR REPAIRS WILL PERTAIN TO THE FOLLOWING PARTS, AMONG OTHERS:

SQUEEZE BLADES-ASSEMBLY AND ADJUSTMENT
MOTORS/MOTOR ASSEMBLIES
WATER PUMPS
HOOD COVER ASSEMBLY
WHEELS
CASTERS
BUMPERS

SOLUTION TANK
DRIVE BELTS-ADJUSTMENT
BATTERIES-INSPECTION OF WATER, HYCHROMOTORS, CABLES AND REPLACEMENT AS
REQUIRED
VACUUMS AND HOSES
SWITCHES
SOLUTION HOSES
FLOAT ASSEMBLIES
BRUSHERS
LUBRICATION
BELTS
SPLASH GUARDS
NUTS, BOLTS SCREWS-TIGHTENING AND REPLACING

THE UNIVERSITY WILL NOT BE RESPONSIBLE FOR EXPENSES RESULTING
FROM TRAVEL TIME OR MILEAGE FOR PERFORMING INSPECTIONS,
ADJUSTMENTS, OR OVERTIME REPAIRS.

VENDOR SHALL BE REQUIRED TO PUNCH IN/OUT ON THE TIME CLOCK
PROVIDED FOR THIS PURPOSE IN THE SHERMAN BUILDING, 523 PLAINS
ROAD, KINGSTON, RI 02881.

SERVICE & REPAIR

ONLY FIXED HOURLY FLAT
RATES AS INDICATED IN THIS NOTICE WILL BE ALLOWED AS QUOTED, AND
WILL INCLUDE ADMINISTRATIVE AND GENERAL EXPENSES, INCLUDING
PROFIT ALLOWANCE, OVERHEAD, TRAVEL, TRANSPORTATION,
ADMINISTRATIVE, ETC. PAYMENT FOR SERVICES WILL BE MADE BASED
UPON INVOICES SUBMITTED THAT MUST SHOW THE NUMBER OF HOURS
WORKED AT THE QUOTED FLAT HOURLY RATE, PLUS COST OF MATERIALS
APPROVED BY THE UNIVERSITY. SERVICEMEN AND/OR TRADESMAN MUST
CHECK WITH THE AGENCY PRIOR TO START OF WORK AND UPON
COMPLETION FOR TIME VERIFICATION.

VERY IMPORTANT NOTICE: SERVICE CALLS

THE AGENCY REQUESTING THE SERVICE CALL MUST EXPLAIN THE BASIC
PROBLEM TO THE VENDOR. DEPENDING ON THE EXTENT AND NATURE OF
THE CALL, THE VENDOR MAY NEED TO SEND ONE (1) SERVICEMAN. IF
NECESSARY, THE VENDOR MUST ADVISE THE AGENCY AND EXPLAIN, IN
ADVANCE, WHY A HELPER IS NEEDED.

THE VENDOR MUST NOT SEND TWO PEOPLE AS A MATTER OF ROUTINE.
THE AGENCY MUST BE ADVISED AND MUST APPROVE, IN ADVANCE, IF
MORE THAN ONE PERSON IS NECESSARY.

CHARGES

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

QUANTITIES

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.

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....VIII
 BID STANDARD TERMS AND CONDITIONSVIII
 TERMS AND CONDITIONS FOR THIS BIDVIII
 MULTI YEAR AWARDVIII
 CHARGES PERMITTEDVIII
 INSURANCE REQUIREMENTSVIII
 PURCHASE AGREEMENT BIDVIII
 RIVIP INFO - BID SUBMISSION REQUIREMENTSIX
 LICENSE REQUIREMENTSIX

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

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.

CHARGES PERMITTED

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

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.

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 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.

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.

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.