

Request for Quote

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

CREATION DATE : 12-JUL-13
 BID NUMBER: 7483369
 TITLE: QUARTERLY FIRE ALARM TESTING - CCRI - NEWPORT CAMPUS
 BLANKET START : 01-AUG-13
 BLANKET END : 30-JUN-16
 BID CLOSING DATE AND TIME: 02-AUG-2013 10:00:00

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

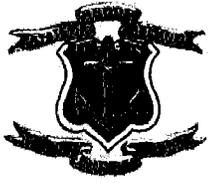
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 CCRI CONTROLLER'S OFFICE
 ACCOUNTS PAYABLE
 400 EAST AVENUE
 WARWICK, RI 02886
 US

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 COMMUNITY COLLEGE OF RI
 ONE JOHN H. CHAFEE BOULEVARD
 NEWPORT, RI 02840
 US

Requisition Number:

Line	Description	Quantity	Unit	Unit Price	Total
1	8/1/13 - 6/30/16 QUARTERLY FIRE ALARM TESTING AT THE NEWPORT CAMPUS OF CCRI AS PER ATTACHED SCOPE OF WORK QUESTIONS REGARDING THIS BID SHOULD BE EMAILED TO: charlotte.melillo@purchasing.ri.gov QUARTERLY TESTING SHCHEDULE: . 1ST QTR JUL-SEPT 2ND QTR OCT-DEC 3RD QTR JAN-MAR 4TH QTR APR-JUN PLEASE USE BID SHEETS FOR ALL PRICING * FY14 QUARTERLY FIRE ALARM TESTING AT THE NEWPORT CAMPUS OF CCRI AS PER ATTACHED SCOPE OF WORK	4.00	Quarter		
2	FY14 EMERGENCY SERVICE RATE/HR MON-FRI 8AM-4:30PM	1.00	Hour		
3	FY14 EMERGENCY SERVICE RATE/HR SAT & 4:30PM TO 8AM	1.00	Hour		
4	FY14 EMERGENCY SERVICE RATE/HR SUNDAY & HOLIDAYS	1.00	Hour		
5	FY14 EMERGENCY SERVICE CALL - PARTS (BID A PERCENTAGE DISCOUNT OFF LIST FOR PARTS)		%		
6	FY15 QUARTERLY FIRE ALARM TESTING AT THE NEWPORT CAMPUS OF CCRI AS PER ATTACHED SCOPE OF WORK	4.00	Quarter		
7	FY15 EMERGENCY SERVICE RATE/HR MON-FRI 8AM-4:30PM	1.00	Hour		
8	FY15 EMERGENCY SERVICE RATE/HR SAT & 4:30PM TO 8AM	1.00	Hour		
9	FY15 EMERGENCY SERVICE RATE/HR SUNDAY &	1.00	Hour		

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
	HOLIDAYS				
10	FY15 EMERGENCY SERVICE CALL - PARTS (BID A PERCENTAGE DISCOUNT OFF LIST FOR PARTS)		%		
11	FY16 QUARTERLY FIRE ALARM TESTING AT THE NEWPORT CAMPUS OF CCRI AS PER ATTACHED SCOPE OF WORK	4.00	Quarter		
12	FY16 EMERGENCY SERVICE RATE/HR MON-FRI 8AM-4:30PM	1.00	Hour		
13	FY16 EMERGENCY SERVICE RATE/HR SAT & 4:30PM TO 8AM	1.00	Hour		
14	FY16 EMERGENCY SERVICE RATE/HR SUNDAY & HOLIDAYS	1.00	Hour		
15	FY16 EMERGENCY SERVICE CALL - PARTS (BID A PERCENTAGE DISCOUNT OFF LIST FOR PARTS)		%		

Delivery: _____

Terms of Payment: _____

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COMMUNITY COLLEGE OF RHODE ISLAND NEWPORT CAMPUS

Fire Alarm System Testing, Inspection and Service

SCOPE OF WORK

SECTION A

1. **VENDOR** – will conduct quarterly testing & inspection of the Community College of Rhode Island (CCRI) Newport Campus fire alarm system located at One Chafee BLVD., Newport, Rhode Island 02840. The components and systems to be tested include but are not limited to the components listed on the attached Equipment List under SECTION B. Vendor is responsible for conducting full survey of existing system and its components.
2. **VENDOR** – will conduct smoke detector cleaning and sensitivity testing as part of the quarterly testing requirements as specified in SECTION A (8 & 11).
3. **VENDOR** – will provide Fire Alarm Service both scheduled as well as emergency based on hourly rate schedule as described in SECTION C.
4. **VENDOR** – and its technicians must be licensed to perform these services per Rhode Island Department of Labor and Training (RIDLT) regulations and must provide all licensing documentation at time of BID submission.
5. **VENDOR** – must provide Background Criminal Investigation (BCI) checks for all service technicians. A copy of a Rhode Island approved picture ID must also be provided with the BCI document. This information will remain on file at the CCRI Newport Campus College Police office. CCRI retains the right to deny access to its properties based on the information provided by the BCI. The BCI must be renewed annually.
6. **VENDOR** – must be certified by Edwards EST as a full distributor AND service provider of EST Fire Alarm System components including parts and software and must provide documentation of current Edwards certification at time of BID submission.
7. **VENDOR** – technicians must have received OSHA 10-hour training. Copies of the 10-hour OSHA certification cards must be submitted with BID.
8. **VENDOR** – technicians must sign-in at Operations when performing any services and must display at all times vendor provided IDs when on the CCRI campus.
9. **VENDOR** – shall conduct the quarterly testing of the Edwards EST Alarm System as well as smoke detector cleaning and sensitivity testing in compliance with all Federal, State, and Local codes including but not limited to the Rhode Island Fire Safety Code which adopts and amends the following code standards:
 - a) NFPA 1, *Fire Code*, 2012 edition (or most recent edition);
 - b) NFPA 72, *National Fire Alarm and Signaling Code*, 2010 edition (or most recent edition);
 - c) NFPA 101, *Life Safety Code*, 2012 edition (or most recent edition).
10. **SCHEDULING** –of inspections and /or service calls must be done in advance with the CCRI Physical Plant designee. Upon completion of each inspection and/or service call, a summary of the tasks completed will be provided to CCRI Physical Plant for approval and sign-off. Testing to be scheduled during normal business hours of 7:00 am to 3:30 pm, Monday through Friday.

**COMMUNITY COLLEGE OF RHODE ISLAND
NEWPORT CAMPUS**

Fire Alarm System Testing, Inspection and Service

SCOPE OF WORK

11. **TESTING** - under no circumstances can interrupt /interfere with CCRI daily business operations, including but not limited the conducting of classes. *For this reason vendor must complete some aspects of the required testing during non-business hours.* This includes the annual 100 % functional testing of the notification appliances. For this purpose, non- business hours is considered any time between the hours of 10:00 pm and 6:50 am Monday through Friday and weekends. Testing can also be conducted during non-business hours with the approval and coordination of the Physical Plant Department.
12. **FREQUENCY** – vendor will perform **FOUR (4)** 25% test(s) per year on automatic initiating devices (including but not limited to heat, smoke, duct smoke, manual pull stations and beam/optical smoke detectors & sensors, etc.) and **One (1)** 100% functional test(s) of notification appliances excluding a Decibel level test. Fire Protection/Sprinkler System Initiating Devices that are connected and supervised by the Fire-Alarm system will be tested electrically.
13. **VENDOR** – is 100 % responsible for coordinating with *Newport Fire Department*, the local Agency Having Jurisdiction (AHJ), all logistical items relating to testing and/or servicing the Fire Alarm System including but not limited to obtaining and returning radio box key, calling in/out of radio alarm boxes, initiating out-of-service tags with CCRI College Police and Physical Plant.
14. **REPORTS** – vendor will furnish a hard copy of the *Uniform Fire Alarm Test Report* as provided by the Rhode Island State Fire Marshall's Office certifying that tests have been completed and documenting any deficiencies found which may require corrective action. Per code requirements, vendor must complete and affix the inspection report sticker on the primary Fire Alarm Control Panel (FACP).
15. **HARDWARE SUPPORT** – vendor will maintain sufficient spare parts to be able to bring the Edwards EST system back online with 36 hours of confirming a system trouble due to part malfunction and/or failure.
16. **VENDOR** – must supply any all tools to complete inspections/service including but not limited to FACP keys, flashlights, caution tape, signage etc. CCRI will provide use of ladders and lift as required.
17. **VENDOR** – must maintain at all times a clean and safe working environment while performing this testing. Warning signage as required by Federal OSHA, State, Local, and ADA regulations must be in place and is the responsibility of the vendor.
18. **VENDOR** – is responsible for cleanup of any dust /debris created by this testing.
19. **VENDOR** – is responsible for removing and replacing any ACT tiles as required in the process of performing this testing in order to gain access to Fire Alarm components.
20. **CCRI** – will provide on-site access to as-built drawings and manuals for the Newport Campus Fire Alarm System.

**COMMUNITY COLLEGE OF RHODE ISLAND
NEWPORT CAMPUS**

Fire Alarm System Testing, Inspection and Service

SCOPE OF WORK

SECTION B

1. Equipment List

Qty	Description	Model Number	Manufacturer	LOCATION
1	FACP	BST-3	Edwards	SEE ONSITE AS BUILTS
2	FAAP	TBD	Edwards	SEE ONSITE AS BUILTS
91	Smoke Detectors	TBD	Edwards	SEE ONSITE AS BUILTS
2	Heat Detectors	TBD	Edwards	SEE ONSITE AS BUILTS
8	Duct Smokes	TBD	Edwards	SEE ONSITE AS BUILTS
24	Pull Station	TBD	Edwards	SEE ONSITE AS BUILTS
109	A/V's	VARIOUS -TBD	Edwards	SEE ONSITE AS BUILTS
18	Mag Door Holder	VARIOUS -TBD	Edwards	SEE ONSITE AS BUILTS

SECTION C

1. Service Rate Schedules

PERIOD	TIME
Monday - Friday*	8:00 am - 4:30 pm
After Hours**	4:31 pm - 7:59 am
Saturday**	ANYTIME
Sunday / Holiday**	ANYTIME

* (1) Hour minimum. After first (1) hour, rate is charged in 15 minute increments.

** (3) Hour minimum. After first (3) hours, rate is charged in 15 minute increments.

No travel time permitted

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

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

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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.

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.

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.

BLANKET PAYMENT

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY RENDERED INVOICES NO MORE THAN MONTHLY TO THE RECEIVING AGENCY. ANY UNUSED BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.