State of Rhode Island

Department of Administration
Division of Purchases
One Capitol Hill
Providence, RI 02908

REQUEST FOR QUOTE (RFQ) – BID# 7483401

RE-ROOFING & EXTERIOR BUILDING ENVELOPE REPAIRS - RISP

SUBMISSION DEADLINE: Thursday, August 15, 2013 at 1:45 PM (ET)

PRE-BID CONFERENCE: ☐ **NO**
☒ **YES** **Monday, July 29, 2013 at 10:00 AM (ET)**

Mandatory: ☒ **NO**
☐ **YES:** Any vendor who intends to submit a bid proposal in response to this solicitation must have its designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom he/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

Location: **RI STATE POLICE HEADQUARTERS BLDG.**
WALTER STONE CONFERENCE ROOM
311 DANIELSON PIKE, NORTH SCITUATE, RI 02857

Buyer Name: **John O'Hara**
Title: **Chief Buyer**

QUESTIONS concerning this solicitation must be received by the Division of Purchases at (construction@purchasing.ri.gov) no later than (Monday, August 05, 2013, 12:00 PM (ET)). Questions should be submitted in a *Microsoft Word attachment*. Please reference the bid number (Bid #7483401) on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: **YES**

BOND REQUIRED: **YES**

PUBLIC COPY (R.I. Gen. Law 37-2-18(j): 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.

DISK BASED BID: ☐ **NO**
☒ **YES:** See attached Disk Based Bidding Information

NOTE TO VENDORS:
Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov. Offers received without the completed four-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS IS NOT A BIDDER CERTIFICATION FORM

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Disk Based Bidding Information

File Format

All disk based bid files are ZIP files that you can open using the WinZip 8.1 software. The ZIP file will contain one or more files based on the type of Bid/RPF.

Downloading the Disk Based Bid

Bids that have a file for download are marked with a "D" in the Info field of the bid search results. The "D" will be an active link to the WinZip file until the bid reaches its opening date. Clicking on the active "D" link will allow you to open or save the ZIP file associated with the bid. Opening the WinZip file will download a copy to your computer's temporary directory.

Opening the Disk Based Bid

Once downloaded, you can open the ZIP file with WinZip and view the Microsoft Office files contained within the WinZip file. Immediately save (extract) the individual files to an appropriate directory on your computer, such as "Desktop" or "My Documents".

FOR THE DEPARTMENT OF TRANSPORTATION AND OTHER SPECIFIC PROJECTS:

Completing the Disk Based Bid

Once the Microsoft Office files are properly saved, open the individual files and enter the required information in the appropriate fields. Save each file again to capture the new information you entered.

Submitting the Disk Based Bid

Save the completed files to a CD or diskette. Label the CD or diskette with the Bid/RFP number and bidder's name (company name, not contract name). Submit as instructed in the Bid or RFP solicitation document.

THIS IS NOT A BIDDER CERTIFICATION FORM

DOCUMENT 00020

INVITATION TO BID

Purchaser:	The Rhode Island Department of Administration, Division of Purchases One Capitol Hill, Providence, RI 02908-5855
Owner/Agent:	The Rhode Island State Police, 311 Danielson Pike, North Scituate, Rhode Island 02857 In Conjunction With The Rhode Island Department of Administration, Division of Capital Projects & Property Management One Capitol Hill, Providence, RI 02908-5855
Architect:	Castellucci, Galli Corporation 175 High Service Avenue North Providence, Rhode Island 02911 Tel. 401-353-0607 Fax: 401-353-0488
Project:	Repairs to Buildings 1 & 2 Urban Search & Rescue Task – Force Headquarters 311 Danielson Pike, North Scituate, Rhode Island 02857
Completion Time:	From Date of Purchase Order as stated in Document 00300, herein.

General Contractors are invited to submit sealed bids on the above Project, to the Purchaser at the above address, on or before:

Time: 1:45 (p.m.), Date: Thursday, August 15, 2013.

Note: Complete details of the scope of work are available in a download at the Rhode Island Division of Purchases website at www.purchasing.ri.gov (labeled with the date of this Solicitation Information document), which includes the Project Drawings and Project Manual.

Bidder is required to provide a Bid Security in the form of a Bid Bond, or a certified check payable to the **State of Rhode Island**, in the amount of a sum no less than five percent (5%) of the Bid Price.

The Owner will hold a Pre-Bid Conference at The Rhode Island State Police Head Quarters, 311 Danielson Pike, North Scituate, RI 02857; Meet in the Walter Stone Conference Room.

Time: 10:00 (A.M.) Date: Monday, July 29, 2013.

It is strongly recommended that bidders attend the Pre-Bid Conference to familiarize themselves with the Scope of Work and site restrictions. The Owner/Agent will not be obligated to schedule site visits after the Pre-Bid Conference. No claims for extra cost shall be allowed because of lack of full knowledge of verifiable conditions.

Refer to “Instructions to Bidders” for other Bidding Requirements.

Bidders' attention is referred to State requirements pertaining to conditions of employment to be observed, including the Equal Employment Opportunity Act and requirements that 10 percent of the dollar value of the work must be performed by Minority Business Enterprises, and 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, and included in this Project Manual. Bidders are subject to terms, conditions and provisions of State's General Conditions of Purchase, and to the provisions of Chapters 2, 12, 13 and 14.1 of Title 37, General Laws of the State of Rhode Island 1956, as amended.

The Office of Purchases reserves the right to accept or reject any or all Bids.

John F. O'Hara II, Chief Buyer

END OF DOCUMENT

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

TERMS AND CONDITIONS FOR BID 7483401

RIVIP

It is the Vendor's responsibility to check and to 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

Starting date _____ no. of working days required for completion _____.

SURETY

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

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 homepage by internet at www.purchasing.ri.gov. 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.

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INSURANCE

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

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.

INSPECTION

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.

APPRENTICE

Apprenticeship - Rhode Island general laws 37-13-3.1 requires all general contractors and subcontractors who perform work on any public works contract awarded by the state valued at one million dollars ($1,000,000.00) 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.

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SUBSTITUTIONS

A) The materials, products, and equipment described in the bidding documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution. B) No substitution will be considered prior to receipt of bids unless written request for approval has been received by the architect at least 10 days prior to the date for receipt of bids. Such requests shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitution including drawings, performance, and test data and other information necessary for an evaluation. a statement setting forth changes in other materials, equipment, or other portions of the work, including changes in the work of other contracts that incorporation of the proposed substitution would require, shall be included. The burden of proof of the merit of the proposed substitution is upon the proposer. The architect's decision of approval or disapproval of a proposed substitution shall be final. C) If the architect approves a proposed substitution prior to receipt of bids, such approval will be set forth in an addendum. Bidders shall not rely upon approvals made in any other manner. D) No substitutions will be considered after the contract award unless specifically provided for in the contract documents.