



**REQUEST FOR QUOTE (RFQ) – BID# 7483402**

**MATHIAS BUILDING STAIR TOWER REPAIRS - DOA**

**SUBMISSION DEADLINE: Monday, August 19, 2013 at 1:45 PM (ET)**

**PRE-BID CONFERENCE:**       NO  
    YES    **Friday, August 02, 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:**        **There are a number of roadways here that are not streets; this is on one of them. It is at the rear of building 56, identified on the map with the 'H', and best approached from Howard Ave to West Road, turning onto the unnamed road.**

**Buyer Name:**    **John F. O'Hara II**  
**Title:**              **Chief Buyer**

**QUESTIONS** concerning this solicitation must be received by the Division of Purchases at (construction@purchasing.ri.gov) no later than (Friday, August 09, 2013, 12:00 PM (ET)). Questions should be submitted in a *Microsoft Word attachment*. Please reference the bid number (Bid #7483402) 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](http://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**



## **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/RFP.

### **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.

## Renovations to Stabilize Stair Tower, Bldg 56

Pastore Center, Cranston RI

### DOCUMENT

#### INVITATION TO BID

Purchaser: The Rhode Island Department of Administration, Division of Purchases  
One Capitol Hill, Providence, RI 02908-5855

Owner/Agent: State of Rhode Island Department of Administration, Division of Facilities Management  
One Capitol Hill, Providence, RI 02908-5855

Architect: Geisser Engineering Corporation  
227 Wampanoag Trail  
Riverside, Rhode Island 02915  
Tel. 401-438-7711 Fax: 401-438-0281

Project: Renovations to stabilize stair tower and repair to parapet  
Pastore Center, Cranston, Rhode Island 02920

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: Monday, August 19, 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](http://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: **There are a number of roadways here that are not streets; this is on one of them. It is at the rear of building 56, identified on the map with the 'H', and best approached from Howard Ave to West Road, turning onto the unnamed road.**

Time: 10:00 (A.M.) Date: Friday, August 02, 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.

## **Renovations to Stabilize Stair Tower, Bldg 56**

Pastore Center, Cranston RI

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**

**Contract Terms and Conditions**

**Table of Contents**

Terms and Conditions.....II  
    BID STANDARD TERMS AND CONDITIONS .....II  
        TERMS AND CONDITIONS FOR THIS BID .....II  
        RIVIP INFO - BID SUBMISSION REQUIREMENTS .....II  
        START DATE .....II  
        SURETY REQUIREMENTS .....II  
        WAGE REQUIREMENTS .....II  
        INSPECTION REQUIREMENTS .....II  
        INSURANCE REQUIREMENTS .....III  
        LICENSE REQUIREMENTS .....III

**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.ri.gov](http://www.purchasing.ri.gov). SELECT "BIDDING INFORMATION", THEN "GENERAL INFORMATION", AND THEN SELECT "PREVAILING WAGE TABLES". 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.

**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.