



Request for Quote

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

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

CREATION DATE : 30-AUG-13
 BID NUMBER: 7500365
 TITLE: Elevator Maintenance & Repairs, Forand Bldg., DOA
 BLANKET START : 01-DEC-13
 BLANKET END : 30-NOV-16
 BID CLOSING DATE AND TIME: 07-OCT-2013 11:00:00

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 DOA CONTROLLER
 ONE CAPITOL HILL, 4TH FLOOR
 SMITH ST
 PROVIDENCE, 02908
 US

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 DOA-FACILITIES MANAGEMENT
 FOR DESTINATION SEE BELOW
 , RI
 US

Requisition Number: 1323919

Line	Description	Quantity	Unit	Unit Price	Total
1	Blanket Requirements: December 1, 2013 - November 30, 2016 APA-7295 12/1/13-11/30/14 (3) ELEVATORS (1 OTIS, 2 BOSTON) - MONTHLY MAINT FOR ALL THREE ELEVATORS	12.00	Month		
2	APA-7295 12/1/14-11/30/15 (3) ELEVATORS (1 OTIS, 2 BOSTON) MONTHLY MAINT	12.00	Month		
3	APA-7295 12/1/15-11/30/16 (3) ELEVATORS (1 OTIS, 2 BOSTON) MONTHLY MAINT FOR ALL THREE ELEVATORS	12.00	Month		
4	APA-7295 12/1/13-11/30/16 (3) ELEVATORS - ANNUAL TESTING FOR ALL THREE ELEVATORS	1.00	Year		
5	APA-7295 12/1/13-11/30/16 (3) ELEVATORS - 3-YR STATIC LOAD TESTING FOR ALL THREE ELEVATORS	1.00	Each		
6	APA-7295 12/1/13-11/30/14 LABOR RATE ON SITE	1.00	Hour		
7	APA-7295 12/1/14-11/30/15 LABOR ON SITE	1.00	Hour		
8	APA-7295 12/1/15-11/30/16 LABOR RATE ON SITE	1.00	Hour		
9	APA-7295 12/13/13-11/30/14 LABOR OVERTIME RATE ON SITE	1.00	Hour		
10	APA-7295 12/1/14-11/30/15 LABOR OVERTIME RATE ON SITE	1.00	Hour		
11	APA-7295 12/1/15-11/30/16 LABOR OVERTIME RATE ON SITE	1.00	Hour		
12	APA-7295 NO PRICING REQUIRED FOR THIS ITEM	1.00	Each		
13	APA7295 12/1/13-11/30/14 EMERGENCY CALL MONITORING	12.00	Month		
14	APA-7295 12/1/14-11/30/15 EMERGENCY CALL MONITORING	12.00	Month		

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
15	APA-7295 12/1/15-11/30/16 EMERGENCY CALL MONITORING Parts at Manufacturer's List Price Less _____% (MARK UPS NOT ALLOWED.). Hours the overtime rate applied to: From: _____ To: _____	12.00	Month		

Delivery: _____

Terms of Payment: _____

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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

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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 ordered 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.

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. 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.

WORK ORDER LIMITATIONS

IN NO EVENT WILL ANY INDIVIDUAL WORK ORDER EXCEED \$5,000.00 WITHOUT PRIOR APPROVAL OF THE OFFICE 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.

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.

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.

CHARGES PERMITTED

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

HOURLY RATE SPECIFICS

BIDDERS ARE ADVISED THE AWARD WILL BE BASED ON EITHER REGULAR, STRAIGHT-TIME HOURLY RATES OR A PERIODIC RATE SUCH AS 500 HOURS, MONTHLY OR ANNUALLY, DEPENDING ON THE SPECIFIC REQUIREMENTS OF A PARTICULAR BID. KEEP IN MIND THAT OVERTIME RATES, DISCOUNTS, AND OTHER MISCELLANEOUS PRICE-RELATED ITEMS ARE REQUIRED FOR INFORMATIONAL PURPOSES ONLY. OVERTIME RATE IS TO BE PAID IN ACCORDANCE WITH THE PROVISIONS OF THE RI DEPARTMENT OF LABOR AND TRAINING, EMPLOYER HANDBOOK. EMPLOYEES ARE TO BE COMPENSATED AT TIME AND ONE-HALF THE APPLICABLE PREVAILING WAGE RATE. OVERTIME RATES EXCEEDING ONE AND ONE HALF TIMES THE REGULAR HOURLY RATES FOR MONDAY THROUGH SATURDAY AND EXCEEDING TWO TIMES THE REGULAR RATE FOR SUNDAYS AND HOLIDAYS MAY BE GROUNDS FOR DISQUALIFICATION OF THE BID.

Department of Motor Vehicles – Aime Forand Building Elevator Maintenance & Repair Specification

The object of this full service agreement is to ensure constant, proper and safe operation of the elevators at listed locations.

Service Locations & Equipment

Pastore Complex, DMV - Aime Forand Bldg, 600 New London Ave., Cranston, RI

Two (2) Boston Elevator Company geared elevators (#92001 & #92002, both Type IC13-98) and one {1} Otis LVM Series Holed Hydraulic System Elevator LVM4500 #9440S, are located in the building. Mechanical control panels are located in the elevator machine room. New fire service keyed switches upgrade installed in both #92001 and #92002 elevators in 2007.

General Requirements:

1. The Vendor will be responsible for insuring that all work performed is completed in compliance with all statutes, rules and regulations of the State of Rhode Island as amended. The Vendor is also responsible for payment of all permit fees as required.
2. If, at any time during the contract period, the Rhode Island Department of Labor & Training Division of Occupational Safety determines that the completed work has not been done in compliance with previously cited portions of Rhode Island law, the Vendor shall correct the work to insure compliance at no additional cost to the Agency.
3. Vendor personnel will be licensed to perform required work in the State of Rhode Island. Vendor personnel working at the DMV-Aime Forand Building will check in with authorized Facilities Management staff.
4. No charges other than parts & labor on the job -- no travel, no mileage, no miscellaneous charges, no portal-to-portal.
5. Any state property damaged or altered during the performance of this service will be restored at no cost to the State.

Scope of Service:

1. This is a full maintenance contract. The Vendor will provide full maintenance and service to the elevators, including parts, supplies and electronic diagnostic tools as set forth herein. Said maintenance shall include, but is not limited to, the following:
 - A. Vendor will maintain all elevator safety devices and verify proper operation of hydraulic systems.
 - B. Vendor will regularly and systematically (not less than once per month) visually examine, adjust, refill and/or lubricate as required and necessary for the maintenance outlined herein, all elevator equipment subject to this contract including the furnishing of all proper lubricants and fluids and if, in Vendor's opinion, conditions warrant, repair or replace the following components:

- 1) car equipment including safety edge, guide shoes or rollers when reasonably necessary to ensure smooth and quiet operation and proper lubrication of guide rails, except where roller guides are used
- 2) all components of the elevator systems including, but not limited to, machines, hoist cables, motors, hoistway switches, etc.
- 3) buffers, guide rails, top and bottom limit switches, springs
- 4) entrance hardware including door interlocks and hangers, door guides and closing mechanism(s) and all door open safety devices
- 5) car door equipment including power operator, gibbs, motors and contacts
- 6) relamp signals as required during regular monthly examinations
- 7) regular cleaning of the elevator pit and machine room of dirt, debris, etc. accumulated due to elevator operation not less than every three (3) months
- 8) supply of lubricants specific to meet manufacturer's specifications
- 9) hoistway doors and gates
- 10) proper operation of electronic diagnostics

C. Vendor will provide emergency call response at Aime Forand Building.

D. The Vendor may invoice, on a time and material basis, for authorized call backs in which the service requirements result from vandalism, negligence, abuse or misuse of the elevator by persons other than the Vendor, his/her agents or employees or damages resulting from a cause other than normal wear and tear.

- 1) Invoices for billable call back service as required and described in paragraph D must include the date and time of the call and the name of the authorized caller. Also included shall be a copy of the technician's time sheet or service report clearly showing the time of arrival and departure, the nature of the service problem and its resolution, materials used and a statement of the operational status of the elevator. It shall be the Vendor's responsibility to insure that his/her employees and agents maintain sufficient records to provide the Agency with all documentation required by this paragraph.

2. Parts, Inventory & Wiring Diagrams

A. The Vendor will, during the term of this contract, maintain for the performance of routine preventive maintenance either in each elevator machine or as part of their inventory, a supply of frequently used replacement parts, lubricants and oil(s) selected by the Vendor to meet the specific requirements of the units. Any parts replaced under this contract will be with new parts, manufactured or selected by the Vendor or with parts refurbished to manufacturer's standards. The Vendor will furnish all replacements parts in exchange for the parts replaced. The Vendor further agrees to maintain a supply of replacement parts in their local parts warehouse, available for express delivery in case of emergencies. The Vendor, during the term of the contract, must obtain and maintain all original wiring diagrams for the units on site.

3. Safety Tests

A. The Vendor shall schedule and conduct all tests in compliance with applicable Rhode Island General Law including, but not limited to, annual testing of car safety and speed governor devices and applicable 5-year load testing. Such testing shall be completed not later than the last working day in May of each applicable year, no later than 13 months after the last test and

in the presence of a State Elevator Inspector or other authorized inspector(s).

- B. The Administrator of the Facilities Management Unit, or his/her designee, shall be notified by letter when the testing date(s) are established.
- C. The Vendor shall furnish all necessary labor, tools, weights, etc. required for all testing. All necessary retests, as may be required by the State Elevator Inspector, will be made at no cost to the Agency.
- D. All deficiencies uncovered during inspection and covered by this contract will be corrected within thirty (30) days of inspection. Record of these deficiencies and corrective action will be provided to the Agency. Deficiencies not covered by this agreement will require a written proposal within 10 days to the Agency.

4. Reports & Records

- A. Under Rhode Island General Laws, the Vendor is responsible for providing a written maintenance control program. The Vendor will furnish and maintain, in the appropriate mechanical room, a comprehensive service record for each elevator. All inspections, service, repairs, maintenance visits, etc. will be recorded in the appropriate service log, as required by law.

5. Rates for Service

A. Rate per hour on site ___/___/___ Hr _____

B. Overtime rate per hour on site ___/___/___ Hr _____

Repair Services FY _____

C. Rate per hour on site ___/___/___ Hr _____

D. Overtime rate per hour on site ___/___/___ Hr _____

Repair services for FY _____

E. Rate per hour on site ___/___/___ Hr _____

F. Overtime rate per hour on site ___/___/___ Hr _____

Repair Services FY _____

G. Rate per hour on site ___/___/___ Hr _____

H. Overtime rate per hour on site ___/___/___ Hr _____

Repair services FY _____

Emergency Service:

1. All emergency and intervening service calls are included in the monthly cost of this contract. Service shall consist of a prompt response to a request for service, evaluation of cause of non-operation through visual inspection/applicable diagnostics and such adjustment and/or repairs as may be required to restore the elevator to safe and satisfactory operation. Response times shall be:
 - A. one (1) hour during business hours
 - B. two (2) hours during non-business hours
 - C. thirty (30) minutes for entrapments and to aid those with disabilities
2. Call-back service shall be initiated by authorized Facilities Management staff. Service requests from other sources must be verified before responding. The Vendor will respond immediately, regardless of the origin of the call, if someone is trapped in an elevator.

Overtime rate applies to: _____