

Request for Quote

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

CREATION DATE : 01-OCT-13
 BID NUMBER: 7517366
 TITLE: HVAC Maintenance & Repair Service Program,
 MPA-136

BID CLOSING DATE AND TIME: 31-OCT-2013 11:00:00

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

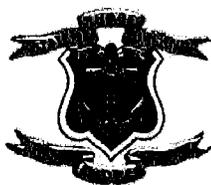
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Requisition Number:

Line	Description	Quantity	Unit	Unit Price	Total
	<p>Blanket Requirement: December 1, 2013 - November 30, 2017.</p> <p>NOTE: This bid is for four (4) years and has three (3) Skill Levels per year. Vendors do not need to bid all of the 3 levels BUT if should you decide to bid only one or two levels, be sure to bid all 4 years of the level you choose.</p> <p>The prices/rates provided in this Master Price Agreement (MPA) represent the maximum price/rates that may be charged by the vendor to the State. The State reserves the right to negotiate a lower price/rate from one or more of the MPA vendors and/or to request proposals/quotes based on specific requirements or quantities.</p> <p>MPA-136 HVAC Maintenance and Repair Services.</p> <p>Master Price Agreements (MPAs) cover requirements for broad categories of items for a period of time on a State-wide basis - State and Quasi-Public Agencies order their requirements for these items individually, as the need arises. State law permits municipalities and school districts to "piggy-back" the State's pricing contracts, at the vendor's discretion.</p> <p>Hourly Rate on site for the following included travel, and all expenses.</p> <p>In No event will any individual work order exceed \$20,000.00 without prior approval of the Division of Purchases.</p>				

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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Requisition Number:

Line	Description	Quantity	Unit	Unit Price	Total
1	<p>Questions concerning this solicitation must be received by the Division of Purchases at: construction@purchasing.ri.gov no later than October 18, 2013 at 5:00 PM (ET). Questions should be submitted in a Microsoft Word attachment. Please reference the RFQ# 7517366 on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.</p> <p>HVAC Maintenance and Repair Services. Please complete the COST PROPOSAL FORM (APPENDIX II) ATTACHED.</p>	1.00	Hour		

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

**INVITATION FOR BIDS FOR: HEATING, VENTILATING, AND AIR
CONDITIONING (HVAC) MAINTENANCE AND REPAIR SERVICES PROGRAM
FOR THE DEPARTMENT OF ADMINISTRATION**

Section 1 — Introduction

The Rhode Island Department of Administration / Division of Purchases is soliciting quotes from contractor(s), having experience, licenses, certificates and qualifications in preventive maintenance and repair of residential, commercial and industrial heating, ventilating and air conditioning (HVAC) systems including the furnishing of all labor, equipment, tools, materials, incidentals and the performing of all operations as necessary and described in the bid. The maintenance and repair services, as described, will be referred to herein as HVAC. The State reserves the right to award to multiple vendors.

The award(s) will be for three (3) years with the potential for two (2) one-year extensions, in accordance with the terms of this Request for Quotes and the State's General Conditions of Purchase, which may be obtained under the 'Vendor Information' link located on the Rhode Island Division of Purchases web site at: <http://www.purchasing.ri.gov>.

The award(s) will result in a "Master Price Agreement" (MPA), HVAC Maintenance and Repair Services Program, available to all state agencies under the purchasing regulations posted on the purchasing website. It is requested that the same terms and conditions be offered to Rhode Island towns and municipalities as well as quasi public agencies.

This is an Invitation for Bid (RFQ). The responses will be evaluated on the basis of the relative merits of the proposal, in addition to price. Award shall be made to the responsible offeror(s) whose proposal(s) is/are determined in writing to be the most advantageous to the state, taking into account the evaluation factors set forth in this RFQ. There will be no public opening and reading of responses received by the Division of Purchases pursuant to this RFQ, other than to name offerors who have submitted proposals.

Instructions and Notifications to Offerors

- Potential offerors are advised to review all sections of this RFQ carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the quote.
- Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.
- All costs associated with developing or submitting a proposal in response to this RFP, or to provide oral or written clarification of its content shall be borne by the offeror. The State assumes no responsibility for these costs.
- Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
- All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

- Quotes misdirected to other State locations or which are otherwise not present in the Division of Purchases at the time of opening for any cause will be determined to be late and may not be considered. The “Official” time clock is in the reception area of the Division of Purchases.
- In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This will be a requirement only of the successful vendor(s).
- Offerors are advised that all materials submitted to the State of Rhode Island for consideration in response to the RFQ will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.
- It is intended that an award pursuant to this RFQ will be made to a prime contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontracts are permitted, provided their use is clearly indicated in the offeror’s quote, and the subcontractor(s) proposed to be used are identified in the proposal.
- The State of Rhode Island has a goal of ten percent (10%) participation by MBE’s in all State procurements. For further information, visit the web site <http://www.mbe.ri.gov>. To speak with an M.B.E. Officer, call (401) 574-8670.
- Interested parties are instructed to peruse the Division of Purchases web site on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFQ.

Equal Employment Opportunity (RIGL 28-5.1)

§ 28-5.1-1 Declaration of policy. — (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Employment Opportunity Office, at (401) 222-3090.

Prevailing Wages

Contractor must pay prevailing wages in accordance with the Rhode Island Department of Labor and Training and provide certified payrolls monthly to the Division of Facilities Management if requested. Hourly wages for each trade must be included.

Section 2— Background

The State of Rhode Island has numerous buildings located throughout the State. These buildings all have HVAC systems that will require preventive and repair maintenance in order to keep the equipment in both working order and the buildings properly heated and/or cooled. The health, safety and welfare of the employees, public, customers and clients are enhanced when HVAC systems work well. The State does not have maintenance personnel to provide the required services and is therefore soliciting quotes from qualified contractors.

The State’s facilities are located throughout the State of Rhode Island in the five counties: Providence, Kent, Washington, Newport and Bristol.

The number of facilities where maintenance will be required may change during the life of the contract. Appendix 1 is a current list of the State facilities to be covered under this MPA.

The contractor will be required to perform maintenance and repair on equipment from various manufacturers as some are indicated below.

Carrier	Liebert
Cleaver Brook	McQuay
Friedrich	Slantfin
Honeywell	Trane
Johnson Controls	Weil McLain
Kewanee	York
Broad	Viessmann
Patterson-Kelley	Broad

Contractors shall indicate the extent to which their firm has the equipment and qualified staff to maintain each of these brands of equipment. Proposals should also detail specifically the names of employees, their resumes and certificates of who have the experience working on each of the brands listed.

The contractor will be required to perform maintenance and repair on various types of equipment. The equipment list below typifies the types of components and systems that must be maintained. Contractors are encouraged to make their own inspection for a better understanding of building systems.

CAV Systems, Boxes and Components	Cabinet Heaters
VAV Systems, Boxes and Components	Air Separators
Chilled Water Systems, Pumps and Components	Control Dampers
Hot Water Systems, Pumps and Components	Pneumatic & Electronic Activators
Glycol Water Systems, Pumps and Components	Pneumatic & Electronic Control Valves
Return Air Systems, Fans, Components and Respective Motors	Pneumatic & Electronic Thermostats
Exhaust Systems, Fans Components and Respective Motors	Air Compressors Multiple Uses
Supply Vent Fans w/Respective Motors & Belts	Air Dryers
Cooling Towers and Radiators	Gas Fired Absorption Chiller/Boiler
Reciprocating and Centrifugal Chillers	Fuel Systems, Gas & Oil Pumps and Components
Boiler Feed Systems and Pumps	Expansion Tanks
Unit Heaters, Ventilators, Air Conditioning Systems and Components	Low and High Pressure Steam Boilers Gas and Oil Fired (all Sizes)
Control Systems	Steam Absorption Chillers
AHU Complete w/Motors & Fans (All Sizes)	Plate & Frame HT and Tube and Shell Exchangers
Condensate Systems, Pumps and Components	Hot Water Boilers — Gas and Oil Fired (All Sizes)
Domestic Hot Water Systems and Components	Condensing Units (All Sizes)

Contractors shall indicate the extent to which his firm has the equipment and qualified staff to maintain each of these types of systems.

Section 3— Scope of Work — General Requirements

The intent of this contract is to establish relationships with HVAC contractor(s) that are capable of providing a full spectrum of services consisting of maintenance, repair and replacement of the heating, ventilating, air conditioning systems, subsystems, and components normally considered as part of an HVAC system. In addition, the HVAC contractor(s) must provide services required for the proper functioning of the system according to standard industry practices and usage for the best value.

The types of work anticipated under the scope of this contract are as follows:

1. Preventive scheduled maintenance - includes but is not limited to the cleaning, minor repair, lubrication, overhaul and all other regular maintenance on HVAC equipment in order to keep it in proper running order.
2. General & emergency repairs - repairs as required bringing HVAC equipment back online and restoring to proper working order.
3. Replacement in kind of HVAC equipment that is damaged or deteriorated beyond the point of economic repair.

Charges for general and emergency repairs to the systems will be on a time and material basis, with a written scope of work to be mutually agreed upon by the State and the contractor(s). **All hourly rates are to be on site rates only.** No travel or portal to portal. The contractor(s) must be capable of making repairs or replacing equipment such as motors, pumps, pulleys, belts, compressors, gauges, instruments, filters valves, piping, furnaces, boilers, as well as other appurtenances and components used to control the temperature, humidity and air flow. In addition, related electrical, mechanical and control components are included in the maintenance.

The contractor(s) shall furnish all labor, equipment, parts, and materials, to maintain and operate the respective HVAC systems in optimum operating condition at all times. The contractor(s) shall provide the necessary transportation for all repair personnel, materials, and equipment in order to fulfill the terms of the contract. Preventive maintenance, inspections and non-emergency repairs will be performed at the straight time rate during the each facility's normal business hours if requested.

A. Preventive Maintenance

Upon specific request, on a per building, per facility or a per unit of equipment basis, the prospective contractor shall provide a written proposal and cost to develop an annual Preventive Maintenance Program. The specific cost and date of completion for the development of this proposal for a Preventive Maintenance Program for each building or unit of equipment shall be submitted by the contractor as part of this RFP. The Preventive Maintenance Program proposed by the contractor should, in general, be consistent with the equipment manufacturer's recommendations. If the contractor's proposal deviates from the manufacturers' recommendations, such deviation should be explicitly identified in his proposal. Water chemical treatment, either for boilers, corrosion control or water towers will be also included as an annual Preventive Maintenance Program. Purchase Orders will be issued under this MPA for Preventive Maintenance Programs as described above.

Duct cleaning and air balancing services may be requested under this contract. If requested, Contractor shall provide a cost proposal for such services, and subsequently, a separate Purchase Order would be issued for these services.

Additional Preventive Maintenance Charges

All materials and parts needed for above preventive maintenance shall be at the vendors cost plus the fee as described on the COST PROPOSAL FORM contained in Appendix 2 to this RFQ. The State of Rhode Island will have at its discretion the ability to purchase and provide material under this Award for the vendors, if the State see benefit.

In addition to the total cost to provide a Preventive Maintenance Program, please specify an hourly rate for **on site** repairs not included in the Preventive Maintenance Program.

Contractor's personnel and sub-contractors must sign in to the State Facility Log indicating purpose of visit, person supervising the work, time arrived, time leaving and may be required to receive a visitors badge before work can begin. No additional travel time charge to provide maintenance, repair or emergency service shall be paid by the State of Rhode Island.

B. General and Emergency Repairs

Bidders are required to provide pricing for standard labor hours on site, evening and weekend hours, as well as holiday hours for the performance of repairs necessary to ensure that the heating, ventilating, and air conditioning systems operate in accordance with the manufacturer's specifications and building occupant requirements.

It is expected that emergency repair service will be available 24 hours a day, 7 days a week, on a year-round basis. The vendor's maximum response time for emergency service must be detailed in the proposal. Vendors must not send two technicians a matter of routine. The Agency must approve if more than one person is necessary.

Contractors will be compensated for parts and materials on the basis of the vendors cost plus a fee as indicated in the COST PROPOSAL FORM contained in Appendix 2 to this RFQ. The State of Rhode Island will have at its discretion the ability to provide and purchase material and or provide supplemental labor under this Award for the vendors, if the State see benefit.

The Contractor shall procure all necessary licenses and permits needed to conduct the work required under this contract. The State will reimburse Contractor for the cost of permits. All costs and fees related to any licenses shall be the sole responsibility of the Contractor.

C. General Provisions — Preventive Maintenance / General and Emergency Repairs

1. All maintenance and repair work performed shall conform to all applicable codes and ordinances, including EPA certified technicians to handle CFC refrigerants.
2. The Contractor shall, at all times, maintain a staff of technicians, qualified and certified, to perform the services required as described in this proposal. (Certification should include having the required Rhode Island license.) A minimum of two (2) technicians shall be available to respond to emergency service calls, which may be received at any time, in order to promptly affect temporary and/or permanent repairs.
3. Certifications shall be submitted with RFQ, for all current employees who will service the State's equipment. Any future employees that are hired after the Contract commences

- must have written certification forwarded to the Division of Purchases prior to their first service call.
4. Replacement parts or components must conform to original equipment manufacturer's specifications. If correct replacement parts are discontinued, and no longer available, replacement shall be made in accordance with proposed labor and material rates as specified.
 5. The Contractor must have the capability to provide or sub-contract air balancing analyses in accordance with the National Air Balancing Bureau or the Associate Air Balancing Council standards. Contractor must provide a copy of current certification with the proposal.
 6. The Contractor shall have a dispatcher available through one (1) telephone number and provide 24 hours response to service calls, seven (7) days per week including holidays.
 7. Maintenance and repairs of a non-emergency nature, shall be performed on straight time during the normal operating hours of the building in which the work is being performed.
 8. Emergency maintenance and repair, requires the Contractor be on site to begin work as soon as possible or within one hour after the initial service call request.
 9. During the course of repairs or preventive maintenance, if the technician notices any condition not in his scope of work, that warrants repair or service, this condition should be brought to the owner's attention.
 10. Proposals for recommended repair and/or maintenance must be prepared and submitted to the State. Each work item will be described and cost estimated, in the proposal.
 11. Field Service reports must be provided each time service is performed at a facility. The Contractor shall supply the State with written verification of all work performed, man hours required, materials/parts used, technician(s) name(s), date(s) and hours of service.
 12. Monthly billing reports must be provided to the State listing each work order which has been billed out during the month, the cost and date completed. These items will be listed by building location and be a cumulative list with a year to date total by building and overall. Contractor must provide any additional ad-hoc reports as requested, at no cost to the State.
 13. Contractor must furnish, provide all necessary tools and equipment to perform the work required at no additional cost. (Not including consumables)
 14. Vender must be willing to train designated State of Rhode Island facilities personnel in routine preventative maintenance procedures.
 15. Be advised that the Contractor must possess a Pipefitter Master I and Refrigeration Mater I License OR a Master Mechanical Contractor License at the time of bid.
 16. Contractor shall furnish labor and material rates as indicated on the COST PROPOSAL FORM. Unit price for hourly labor shall include the cost for fringe benefits, overhead, profit and, transportation, etc. No additional mark-up will be allowed. Three tiers of labor skills are recognized for this contract, as follows:

State of Rhode Island Tiered Labor Rates

- A. **Lowest** - work performed at this rate will include routine and preventative maintenance and inspections on general HVAC equipment such as Split-Systems, Packaged Unit, Air Handlers, CAV's, VAV's, Unit Ventilators, Fan Coil Units and Heat Pumps. Tasks will include: filter changes, oil and greasing, belt adjustments or replacement, cleaning of coils, evaporators, condensers, tubes and cooling towers, water treatment, truck driving, parts pickup and delivery. Individuals performing this type of work must hold the proper Rhode Island State or local apprenticeship license.

- B. Medium** - work performed at this rate will include all necessary diagnostic, repair and replacement work to keep all listed HVAC equipment operating at a reliable and efficient manner with exception to Centrifugal, Absorption and Scroll/Screw Chillers, High Pressure Steam Boiler Systems and Automated Temperature Control Systems. Individuals performing at this rate must have a minimum of 5 years working on this equipment and hold a Rhode Island State Journeyman's license and have proper certification.
- C. Highest** - work performed at this rate will include all necessary service, diagnostic, repair and replacement work to Centrifugal, Absorption and Scroll/Screw Chillers, High Pressure Steam Boiler Systems and Automated Temperature Control Systems. This level also includes Engineering and Supervisory Level Troubleshooting Support, IAQ Specialists and Certified Testing & Balancing Services. Individuals performing at this rate must hold a Rhode Island State Journeyman's license and have a minimum of 5 years work experience with these systems or hold a Rhode Island State Journeyman's license and OEM certifications.

Section 4— Proposal Submission

Questions concerning this solicitation may be emailed to the Division of Purchases in accordance with the terms and conditions expressed on the cover page of this solicitation. Questions received, if any, with responses, will be posted on the Division of Purchases web site as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

Interested offerors may submit proposals to provide the services covered by this RFQ on or before the date & time listed on the cover page of this solicitation. Proposals received after this time and date may not be considered. The official clock is in the reception area of the Division of Purchases.

Proposals should include the following:

1. A completed and signed R.I.V.I.P. generated Bidder Certification Cover Form downloaded from the Rhode Island Division of Purchases web site at (click on 'Vendor Information', then 'General Information' - document located under 'Standard Forms' - follow instructions): <http://www.purchasing.ri.gov>.
2. An original plus five (5) copies of a separate signed and sealed COST PROPOSAL FORM contained in Appendix 2 to this RFP.
3. An original plus five (5) copies of a separate Technical Proposal describing the background, qualification and experience with and for similar services, as well as the work plan or approach proposed for the services needed and described within this document (details follow below).
4. A completed and signed W-9 Form downloaded from the RI Division of Purchases web site at: <http://www.purchasing.ri.gov> (click on RIVIP, then General Information and then Standard Forms).

The Technical Proposal must contain the following sections and information:

1. Executive Summary

The Executive Summary will highlight the contents of the Technical Proposal as well as provide the State of Rhode Island evaluators with an overview and broad understanding of the offeror's technical approach, methodology and ability.

2. Offeror's Organization and Staffing

This section shall include size of the firm, experience of the firm identification of all staff and/or subcontractors proposed as members of the project team, and the duties, responsibilities, and concentration of effort which apply to each (resumes, licenses, statements of prior experience, certificates and qualifications). An organization chart must be provided in this section. Fill out and include the CHECKLIST OF DESIREABLE QUALIFICATIONS plus resume forms for proposers key staff contained in Appendix 3.

3. Work Plan / Approach Proposed

This section shall describe the offeror's understanding of the State's requirements, including the result(s) intended and desired, the approach and/or methodology to be employed, and a work plan for accomplishing the results proposed. The description of approach shall discuss and justify the approach proposed to be taken for each task or requirement, and the technical issues that may be confronted at each stage of the project.

4. Previous Experience and Background

This section includes the following information:

1. A comprehensive listing of similar projects undertaken in similar buildings and implemented, as well as similar clients served. This includes providing a brief description of the projects and the names of staff persons who worked on the projects.
2. The applicant should provide, at a minimum, three references, including the name of a contact person, address, and telephone number the contractor is currently providing an HVAC Maintenance Program. These individuals may be contacted by the State as part of the selection process.
3. The offeror's status as a Minority Business Enterprise (MBE), certified by the Rhode Island Department of Administration, and/or a subcontracting plan which addresses the State's goal of ten percent (10%) participation requirement by MBE's in all. State procurements. Questions concerning this requirement should be addressed to Charles Newton, MBE Officer, at (401) 574-8670.
4. Offeror shall indicate number of years his firm has provided HVAC maintenance service.
5. The offeror shall submit appropriate financial-related information in order to provide the State with the ability to judge the offeror's financial capacity and capabilities to undertake and successfully complete the contract. The offeror should submit certified financial statements to include a balance sheet, income statement and statement of cash flow, and all applicable notes for the most recent calendar year or the offeror's most recent fiscal year. The offeror may submit specific financial documents in a separate, sealed envelope/package, within the overall package, clearly marked "Confidential - Financial Information" along with the Bid Proposal.

5. Submission Deadline: please refer to page one of this solicitation

An original plus five (5) copies of the Technical Proposal and an original plus five (5) copies of the COST PROPOSAL must be either mailed or hand-delivered in one sealed envelope/package marked "RFP HVAC Maintenance and Repair Services Program" to:

**Rhode Island Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908-5855**

Note: Proposals received after the above-referenced due date and time may not be considered. Proposals misdirected to other State locations by the scheduled due date and time will be determined to be late and may not be considered. Proposals faxed or emailed to the Division of Purchases will not be considered.

Section 5—Evaluation and Selection

The State reserves the right to either accept or reject any, or all, options, bids, proposals to waive any technicality, to award on the basis of cost alone and to act in its best interest.

The State reserves the right to award this contract to multiple vendors. If multiple awards are made, the State shall reserve the right to require price quotations form each vendor prior to the award of the repair work.

The State reserves the right to award by location or groups of locations.

Proposals found to be technically or substantially non-responsive, at any point in the evaluation process, will be rejected and not considered further. The State, at its sole option, may elect to require presentation(s) by offerors in consideration for the award. An award will not be made to a contractor who is neither qualified nor equipped to undertake and complete required work within a specified time.

The Technical Review Committee will present written findings, including the results of all evaluations, to the State Purchasing Agent or his designee, who will make the final selection for this requirement. When a final decision has been make, a notice will be posted on the Rhode Island Division of Purchases web site.

APPENDIX I

BUILDING LIST

Bicentennial Building
150 Benefit Street
Providence, R, I, 02903

Board of Elections
50 Branch Avenue
Providence, RI 02904

Cannon Building
Three Capitol Hill
Providence, RI 02908

Computer Center
50 Service Avenue
Warwick, RI 02886

Cranston St. Armory
127 Dexter Street
Cranston, RI 02907

Health Lab
50 Orms Street

Department of Labor & Training
1311 Pontiac Ave
Cranston, RI 02920

FIELD OFFICES:

217 Pond Street, Woonsocket, RI
1330 Main Street, West Warwick, RI

Zambarano Hospital Complex
2090 Wallum Lake Road
Pascoag, RI 02859

Shepards Building
80 Washington Street
Providence, RI 02903

Attorney General's Office
150 South Main Street
Providence, RI 02903

Pastore Center

Providence, RI 02908

State Office Building
Two Capitol Hill
Providence, RI 02908

RI State House
90 Smith Street
Providence, RI 02908

Washington Government Center
4800 Tower Hill Road
Wakefield RI 02879

Veterans Memorial Auditorium
83 Park Street
Providence, RI 02908

William E. Powers Building
One Capitol Hill
Providence, RI 02908

Veterans Home
480 Metacom Avenue
Bristol, RI 02809

Cranston, RI

Bldg # / Street Address

52 / 14 Harrington Rd.
54 / 56 Harrington Rd.
55 / 35 Howard Ave.
56 / 2 Regan Ct.
57 / 25 Howard Ave.
58 / 30 Howard Ave.
60 / 3 Regan Ct.
74 / 41 West Rd.
97 / 16 Schesler Lane
166 / 80 East St.
157 / 5 Rossi Circle
158 / 9 Rossi Circle
165 / 87 Power Rd.

Colony House
Washington Square
Newport, RI 02840

Year 5 (if renewed)

9	Straight Time On Site	(859)	\$ _____	(1516) \$ _____	(960) \$ _____	\$ _____	9
10	Overtime On Site	(8)	\$ _____	(45) \$ _____	(3) \$ _____	\$ _____	10

11 TOTAL AVERAGE STRAIGHT TIME LABOR: \$ _____ \$ _____ \$ _____ \$ _____ 11
 Total Total Total Total

Materials are to be provided at COST plus the following (applicable) fee for overhead, pickup and delivery. No additional charges will be acceptable.

\$0-500	NO FEE
\$501-750	\$75.00
\$751-1000	\$96.00
\$1001-1500	\$125.00
\$1501-2500	\$180.00
\$2501-5000	\$300.00
\$5001-7500	\$438.00
Over - 7501.	\$525.00

APPENDIX III

(Page 1 of 2)

CHECKLIST OF DESIREABLE QUALIFICATIONS

NUMBER OF
INDIVIDUALS ON STAFF

- | | | |
|----|---|-------|
| 1. | Technicians having EPA certificates to handle CFC refrigerants.
(Copy of each certificate) | _____ |
| 2. | Provide copy of licenses for mechanical contractors on staff. | _____ |
| 3. | Provide resumes of one technicians with five (5) years or more
chiller experience of over 200 ton. | _____ |
| 4. | Resume of personnel experienced to service Broad, York, Carrier and Trane

equipment. | _____ |
| 5. | Provide resume of technicians with experience in high
pressure boilers for boilers over 200 h.p. | _____ |
| 6. | Copy of license or resume for stationary engineer(s) | _____ |
| 7. | Provide completed resume forms CS95-1 for all
key personnel. | _____ |
| 8. | Identification of subcontractors, their function.
(Identify and describe function of use.) | |
| | a. | |
| | b. | |
| | c. | |
| | d. | |
| | e. | |

APPENDIX III
(Page 2 of 2)

RESUME FORM (CS 95-1)

RESUME: (USE THIS FORM WHENEVER A RESUME IS REQUESTED)

Complete this form for each Service Technician on your staff

Name: _____

Title: _____

Licenses Held: _____

Certificates Held: _____

Diploma Held: _____

OEM Courses Taken: _____

Years With Your Company: _____

Prior Employer: _____

Years With Prior Employer: _____

Years Of Experience In Each Field: _____
(Enter years)

Chiller Service: _____

High Pressure Boiler Service: _____

Plumbing: _____

Electrical: _____

Mechanical Equipment Service: _____

Indicate which requirement under section I...3 that this person fulfills (a-v)

**APPENDIX IV
Proposal Costs for Preventative Maintenance Program**

Facility	Cost	Facility	Cost
Bicentennial Building 150 Benefit Street Providence, R, I, 02903	\$	Attorney General's Office 150 South Main Street Providence, RI 02903	\$
Board of Elections 50 Branch Avenue Providence, RI 02904	\$	Department of Labor & Training 1311 Pontiac Ave Cranston, RI 02920	\$

DLT FIELD OFFICES:

Cannon Building Three Capitol Hill Providence, RI 02908	\$	217 Pond Street, Woonsocket	\$
Computer Center 50 Service Avenue Warwick, RI 02886	\$	1330 Main Street, West Warwick	\$
Cranston St. Armory 127 Dexter Street Cranston, RI 02907	\$	Pastore Center - Blg No. / Address, Cranston	
Health Lab 50 Orms Street Providence, RI 02908	\$	52 / 14 Harrington Rd.	\$
State Office Building Two Capitol Hill Providence, RI 02908	\$	54 / 56 Harrington Rd.	\$
Veterans Memorial Auditorium 83 Park Street Providence, RI 02908	\$	55 / 35 Howard Ave.	\$
Washington Government		56 / 2 Regan Ct.	\$
		57 / 25 Howard Ave.	\$
		58 / 30 Howard Ave.	\$
		60 / 3 Regan Ct.	\$
		74 / 41 West Rd.	\$

Center

4800 Tower Hill Road \$

Facility	Cost	Facility	Cost
William E. Powers Building One Capitol Hill Providence, RI 02908	\$ 	166 / 80 East St.	\$
Veterans Home 480 Metacom Avenue Bristol, RI 02809	\$ 	157 / 5 Rossi Circle	\$
Shepards Building 80 Washington Street Providence, RI 02903	\$ 	158 / 9 Rossi Circle	\$
Colony House Washington Square Newport, RI 02840	\$ 	165 / 87 Power Rd.	\$
		Zambarano Hospital Complex Wallum Lake Road Pascoag, RI 02859	\$
		RI State House 90 Smith Street Providence, RI 02908	\$

Written detailed proposals, mythology, a proposed scope, and cost for each of the above building and facilities should be attached separately.

REQUEST FOR QUOTE #7517366

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.

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 HOME PAGE BY INTERNET AT www.purchasing.state.ri.us . SELECT "INFORMATION" AND THEN SELECT "PREVAILING WAGE TABLE". THE STATE OF RHODE ISLAND USES THE GENERAL DECISION NUMBER R120030001. 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-MATERIAL BASIS, ie., AN HOURLY RATE, ANY OR ALL BIDS SUBMITTED IN AN AMOUNT LESS THAN THE PREVAILING RATE IN EFFECT FOR WORK COVERED BY THIS REQUEST AS OF THE DATE OF BID ISSUANCE SHALL BE REJECTED BY THE DIVISION OF PURCHASES.

RIVIP

IT IS THE VENDOR'S RESPONSIBILITY TO CHECK AND DOWNLOAD ANY AND ALL ADDENDA FROM RIVIP. THIS OFFER MAY NOT BE CONSIDERED

UNLESS A SIGNED RIVIP GENERATED BIDDER CERTIFICATION COVER FORM IS ATTACHED AND THE UNIT PRICE COLUMN IS COMPLETE. 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.

THIS OFFER MAY NOT BE CONSIDERED UNLESS 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 DELIVERED OFFERS ON PERSON TO ONE CAPITOL HILL, VENDORS ARE ADVISED TO ALLOW AT LEAST ONE HOUR ADDITIONAL TIME FOR CLEARANCE THROUGH SECURITY CHECKPOINTS.

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.

CHARGES

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

PABID

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

AWARD

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

MPABID

STATEWIDE APPLICABILITY – POLITICAL SUBDIVISIONS (CITIES, TOWNS, SCHOOLS, QUASI-PUBLIC AGENCIES), AS AUTHORIZED BY LAW, MAY PARTICIPATE IN THIS AGREEMENT. ALL ORDERING AND BILLING SHALL BE BETWEEN THE VENDOR AND THE POLITICAL SUBDIVISION (ONLY).

WORKORDER

IN NO EVENT WILL ANY INDIVIDUAL WORK ORDER EXCEED \$20,000.00 WITHOUT PRIOR APPROVAL OF THE OFFICE OF PURCHASES.

MULTI-YEAR

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.