

Request for Quote

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

CREATION DATE : 15-NOV-13
BID NUMBER: 7537367
TITLE: Site Improvements (MPA-492)
BLANKET START : 01-JAN-14
BLANKET END : 31-DEC-16
BID CLOSING DATE AND TIME:18-DEC-2013 02:00:00

BUYER: Welly, George J
PHONE #: 401-574-8105

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**MASTER PRICE AGREEMENT
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 RELEASE AGAINST, RI MPA
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Requisition Number:

Note to Bidders: Questions concerning this solicitation may be e-mailed to the Division of Purchases at questions2@purchasing.ri.gov no later than December 2, 2013 at 3:00 PM EST. Questions should be submitted in a Microsoft Word attachment. Please reference the RFQ # 7537367 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.

Line	Description	Quantity	Unit	Unit Price	Total
1	<p>Note to Bidders: ATTACHMENT A IS A SAMPLE ONLY OF THE BIDDING SPREADSHEET.</p> <p>A DISK BASED FILE IS ATTACHED THAT INCLUDES AN EXCEL SPREADSHEET FOR SUBMISSION OF VENDOR QUOTES FOR EACH OF THREE YEARS.</p> <p>TO ACCESS THE SPREADSHEET, CLICK ON THE LETTER "D" UNDER THE COLUMN LABELED "INFO" IN THE BIDDING SEARCH RESULTS. THIS WILL OPEN THE EXCEL SPREADSHEET.</p> <p>PLEASE SUBMIT A DISC COPY OF YOUR QUOTES.</p> <p>INSTRUCTIONS ON SUBMISSION OF BIDS ARE OUTLINED IN THE BIDDER CERTIFICATION FORM.</p> <p>DUE TO THE LENGTH OF THE BID, ONLY THE NAMES OF VENDORS SUBMITTING PROPOSALS WILL BE ACKNOWLEDGED.</p> <p>PUBLIC COPY REQUIREMENTS ARE ATTACHED.</p> <p>SITE IMPROVEMENTS (MPA- 492) PER ATTACHED SPECIFICATIONS</p>	1.00	Each		

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

SITE IMPROVEMENTS – MPA #492

Introduction and Conditions

The Rhode Island Department of Administration (“Department”), Division of Purchases (“Division”) seeks, on behalf of the Executive Branch agencies of the State of Rhode Island, along with potential participation at their own discretion from the Legislative and Judicial branches, quasi-public agencies, municipalities (cities, towns and school districts), seeks to retain one or more vendors to participate on a Master Price Agreement (MPA) to provide Site Improvement Services in all parts of the State. “Site Improvement Services” will include, but not be limited to: moving, excavating, transporting, replacing, refilling, grading and compacting surface and subsurface materials; removing tree stumps and other vegetative structures; seeding, liming and fertilizing lawn installations; installing and replacing pavement, traffic control structures, drainage structures and components, including concrete, asphalt and granite curbing, and concrete and PVC drainage pipes. Unit prices are sought on each of seventy nine items in various forms including units, quantities, volumes, lengths, person-hours, equipment hours. All services provided through this MPA will be classified as public works, and all labor involved, billed as person hours, or as part of equipment operation hours, shall be compensated at Rhode Island prevailing wage rates. Potential vendors shall propose rates for all items in the solicitation.

The term of this MPA will be for three (3) years. **Price quotes are solicited for each of the three years, and shall be submitted on a disk-based spreadsheet available with this solicitation.** See Attachment A for a sample of the disk-based file. This work will be done on behalf of programs and projects associated with any of the State’s agencies, including municipalities, as described elsewhere herein, and in accordance with the terms of this request and the State’s General Conditions of Purchase, which may be obtained at the Rhode Island Division of Purchases’ homepage by Internet at <http://www.purchasing.ri.gov>.

It is envisioned that a price agreement will be awarded to one or more vendors at the maximum rates quoted. The specific scope of work will be determined by the needs of the using agency, As with any MPA, a using agency would create its own release / direct purchase order specifying the items, quantities and pricing ordered, and would thus be responsible to finance the required services. No Vendor shall provide services or begin work unless and until a valid Purchase Order approved by the Agency has been issued and received by Vendor. A Vendor will not be entitled to any payment for services rendered or work completed outside of this policy.. **There is no guarantee of any level of spending activity to a vendor or vendors selected for this MPA.**

MPAs can be utilized by any State Agency, and as a requirement of this solicitation, will also be made available to quasi-public organizations, Rhode Island municipalities, school districts, and the Legislative and Judicial Branches of Rhode Island government at their own discretion. The same offers, terms and conditions of service shall be offered to these organizations. Placement of a qualified firm(s) on a Master Price Agreement is no guarantee of usage. Services are sought on an “as-needed” basis.

BLANKET REQUIREMENTS 1/1/2014 – 12/31/2016

Master Price Agreement #492

Provide all labor, materials and equipment necessary to complete site improvements for the State of Rhode Island in accordance with agency specifications, and as specified in the RI DOT Standard for Road and Bridge Construction, latest edition, when applicable.

The State reserves the right to make one or multiple awards for this requirement.

Pricing will be established for each year of a three year award.

Safety: The contractor will protect his work to minimize any danger to the personnel assigned, agency staff, and the public. The work site shall be kept neat at all times. Material Safety Data Sheets (MSDS) will be available at the work site for review as requested.

Workmanship: All work shall be performed by qualified personnel of the trades involved and consistent with industry and regulatory standards. Any existing work or structure that is damaged or altered shall be returned to original condition at no additional cost to the State.

Guarantee: The contractor shall guarantee all work for no less than one (1) year after acceptance.

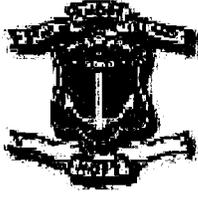
Allowable Charges: No charges other than materials, parts and labor on the job - No travel, no mileage, no miscellaneous charges, no portal to portal. Written authorization for extra work shall be specified by the Agency prior to the start of work

Permits and Approvals: Vendor is responsible to comply with all licensing or state permits required for this type of service. 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.

Shop drawings and project work details shall be provided by the owner prior to starting any Site. When applicable, work shall conform to RIDOT Standard Specifications for Road and Bridge Construction.

Pricing: Vendors are to provide a unit price for each line item per the Unit of Measure (UOM) shown for each of three years. The price/rates provided in this Master Price Agreement ("MPA") represent the maximum price/rate that may be charged by 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.

All work to be coordinated through agency staff, no job shall exceed the maximum limit of \$30,000 without expressed prior authorization by the Division of Purchases.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855

NOTICE TO VENDORS

Effective **January 1, 2013** all *public works project* related bids or proposals exceeding **Five Hundred Thousand (\$500,000) dollars** are required to include a “public copy.” All agency contract solicitations and invitations for bids, etc. shall state that any bid or proposal that exceeds Five Hundred Thousand (\$500,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal in excess of Five Hundred Thousand (\$500,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. For further information, please see R. I. Gen. Laws §37-2-18(j)..

Dated: December 11, 2012



State of Rhode Island Department of Administration
Division of Purchases

REVISED
December 7, 2012

NOTICE TO CONTRACTORS
AND VENDORS BIDDING
ON PUBLIC WORKS PROJECTS

Effective **January 1, 2013** all Public Works related project proposals exceeding Five Hundred Thousand (\$500,000) dollars are required to include a "public copy." All agency contract solicitations, requests for proposals, invitations for bids, etc. shall state that any bid or proposal that exceeds Five Hundred Thousand (\$500,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal in excess of Five Hundred Thousand (\$500,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. Additionally, proposals submitted for a Master Price Agreement, when the total amount potentially may exceed Five Hundred Thousand (\$500,000) and the solicitation expressly requires any or all vendors to submit a public copy, must include a copy to be available for public inspection.

For further information, please see R.I. Gen. Laws Section 37-2-18(j) and State Procurement Regulations at www.purchasing.ri.gov. 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.

In accordance to the State Procurement Regulations that became effective January 2, 2012 the following conditions are required:

1. All bid proposals shall be opened publicly and read aloud.
2. Each bid, together with the name of the bidder, shall be recorded and an abstract made available "immediately" for public inspection.

3. Copy of the redacted bid proposal shall be available for public inspection by the close of the business the day the subject bid(s) and/or contract(s) is opened by the Division of Purchases.
4. The burden to identify and withhold from the public copy that is released at the bid opening any trade secrets, commercial or financial information, or other information the bidder deems not subject to public disclosure pursuant to Chapter 38-2, the Access to Public Records Act, shall rest solely and exclusively with the bidder submitting the bid proposal.
5. At the time that a proposal is submitted, a bidder must submit a redacted copy of the bid proposal in a PDF (Portable Document File) file format on a read only CD-R Media Disk (hereinafter referred to as a "CD"). Vendors are required to provide all documents submitted in response to the bid solicitation on the CD.
 - a. The acceptable media is a CD-R. Media that is read/writable (CD RW) will not be accepted.
 - b. Only readable, not writeable media is acceptable.
 - c. Vendor is responsible for supplying their own CD-R media.
 - d. Vendor is responsible for the integrity of the CD.
6. Failure of the bidder to submit a public copy on a readable CD, as required by RIGL 37-2-18 as amended, shall result in the disqualification of said bid.
7. CD must be enclosed in a protective cover and the protective cover clearly labeled with the following:
 - a. Marked "Public Copy"
 - b. Title of Solicitation as it appears on the RIVIP cover letter.
 - c. Name of Company and Vendor ID as it appears on the RIVIP cover letter.
 - d. Bid Response Number as it appears on the RIVIP cover letter.
 - e. Date of Bid as it appears on the RIVIP cover letter.
8. Bid response on CD-R to be in a PDF (Portable Document Format).
 - a. One PDF file will be on the CD-R. File to meet the following requirements:
 - i. Only one file will contain all documents in response to the bid. If you have more than one document for the response, the documents must be concatenated or merged into one PDF document. Failure to submit only one PDF file may result in disqualification of bid.
 - ii. File should be named in the following manner:
 1. BidNumber_DateofBid_VendorName_VendorID.pdf. Where:
 1. Bid Number is the bid number for which the response is for as it appears on the RIVIP cover sheet.
 2. Dateofbid is date of bid using the format (mm-dd-yyyy).
 3. VendorName is the name of the vendor as one word – no spaces or punctuation.
 4. Vendor ID as it appears on the RIVIP vendor cover sheet.

Note: you must use underscores in separating the fields. Do not use underscores anywhere else in the filename other than to separate the fields.

Example: 1234567_06-01-2011_Vendor1_9876.pdf

9. Purchasing staff will officially conclude the bid opening and all loaded proposals will be posted to the Purchasing web site. All proposals will be available immediately after bid opening www.purchasing.ri.gov .

For technical assistance, contact the Division of Purchases office at 574-8100.

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID #7537367

NOTICE TO VENDORS

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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

Continued:

GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

CHARGES PERMITTED

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

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.

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.

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

Continued:

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.state.ri.us. 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.

WORK ORDER LIMITATIONS

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

MPA BID AWARD (STATEWIDE APPLICABILITY)

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).

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READING VENDOR NAMES ONLY DUE TO LENGTH OF BID AND TIME CONSTRAINTS, THE STATE WILL ONLY ACKNOWLEDGE RECEIPT AND READ THE NAMES OF VENDORS SUBMITTING PROPOSALS. NO EXAMINATION OF DOCUMENTS OR PRESENTATION OF INFORMATION CONTAINED IN PROPOSALS WILL BE MADE AVAILABLE AT THE BID OPENING; HOWEVER, INSTRUCTIONS TO OBTAIN THE TABULATION OR SUMMARY OF BID RESPONSES WILL BE MADE AVAILABLE AT THE RI DIVISION OF PURCHASES WEBSITE AT WWW.PURCHASING.RI.GOV

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.

HOURS - BIDDING PURPOSES

HOURS INDICATED ARE ESTIMATED QUANTITIES FOR BIDDING PURPOSES ONLY.

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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.

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.

END DOCUMENT

BLANKET REQUIREMENTS: 01/01/2014 - 12/31/2016

Provide all labor, materials and equipment necessary to complete site improvements in accordance with the bid specifications and as specified in the RI DOT Standard for Road and Bridge Construction, latest edition.

The State reserves the right to make one or multiple awards for this requirement.

Pricing will remain fixed for the initial term of this contract award.

Safety: The contractor will protect his work to minimize any danger to the personnel assigned, agency employees, and the public. The work site shall be kept neat at all times. Material Safety Data Sheets (MSDS) will be available at the work site for review as requested.

Workmanship: All work shall be performed by qualified personnel of the trades involved and consistent with industry and regulatory standards. Any existing work or structure that is damaged or altered shall be returned to original condition at no additional cost to the University. The contractor shall guarantee all work for no less than one (1) year after acceptance.

No charges other than parts and labor on the job - No travel, no mileage, no miscellaneous charges, no portal to portal.

Vendor is responsible to comply with all licensing or state permits required for this type of service. 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

Shop drawings and project work details shall be provided by the agency prior to starting any site improvements.

All work shall conform to RIDOT Standard Specifications for Road and Bridge Construction, 1997 Cyber Edition and RISTD details, latest edition.

Extra and miscellaneous work shall be performed and paid in accordance with RIDOT Standard specifications for road and bridge construction, Division 1, Section 109-Measurement and Pavement. Written authorization for extra work shall be specified by the owner prior to the start of work

Vendors are to provide a unit price for each line item per the Unit of Measure (UOM) shown on this disk-based file. A printout of the entries, plus a copy of the electronic file shall be included with the submitted quotation.