



# Request for Quote

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

BUYER: Hill, Lisa  
 PHONE #: 401-574-8118

CREATION DATE : 04-FEB-14  
 BID NUMBER: 7548452  
 TITLE: CLEANING OF D.O.T. MATERIALS LABORATORY  
 BID CLOSING DATE AND TIME:05-MAR-2014 11:00:00

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 DOT ACCOUNTS PAYABLE  
 TWO CAPITOL HILL, RM 243  
 SMITH ST  
 PROVIDENCE, RI 02903  
 US

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 DOT MATERIALS  
 TWO CAPITOL HILL, RM 018  
 PROVIDENCE, RI 02903  
 US

Requisition Number: 1353652

Note to Bidders: .

A MANDATORY PRE-BID HAS BEEN SET-UP FOR 2/21/14 AT 10:00  
 PLEASE SEE ATTACHED BID FOR INSTRUCTIONS

Line	Description	Quantity	Unit	Unit Price	Total
1	<p>TOTAL PRICE TO PERFORM ALL NECESSARY LABOR, MATERIALS AND SUPERVISION NECESSARY FOR THE COMPLETE CLEANING OF THE RIDOT MATERIALS LAB PER THE ATTACHED BID SPECIFICATIONS</p> <p>SUCCESSFUL BID WILL BE REQUIRED TO SUBMIT A CERTIFICATE OF INSURANCE IDENTIFYING THE STATE OF RHODE ISLAND AS THE ADDITIONAL INSURED IN THE AMOUNTS SPECIFIED IN ITEM 31 OF THE STATE'S GENERAL CONDITIONS OF PURCHASES.</p> <p>SUCCESSFUL VENDOR WILL BE REQUIRED TO PERFORM BACKGROUND CHECKS OF THEIR EMPLOYEES ASSIGNED TO THIS PROJECT.</p> <p>PRICE MUST BASED ON CLEANING BEING PERFORMED ON SATURDAY AND SUNDAY.</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

# Specifications for Cleaning

## Materials Central Laboratory and Superpave Laboratory

**Provide the following:**

- All necessary labor, supervision, uniforms, payroll taxes, insurance and background checks
  - All tools & equipment must be approved for "TRUE HEPA FILTRATION"
  - Housekeeping materials, chemicals and compounds used for cleaning
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**SERVICE AREAS – Materials Laboratory and Superpave Laboratory (see attached) Approx. 5000 s.f.**

- All technical material laboratories
- Moisture room (power wash) (Approx. 240 s.f.)
- Offices and conference room (Approx. 500 s.f.)

**A. SPECIFICATIONS - SERVICES PROVIDED**

- Remove (scrape) off all old, loose paint (plaster) from ceilings and walls
- Complete vacuum, dust off all horizontal and vertical surfaces
- Dust off all furniture (counters, bench work stations, appliances, etc.)
- Dust off / Clean all uncovered equipment (sensitive equipment not included)
- Wash / Clean all furniture (Doors, counters, bench work stations, appliances, etc.)
- Clean all exterior piping and fixtures (except piping with asbestos materials)
- Power wash all walls and floor – Moisture Room
- Wash / Clean all floor rubber mats
- Vacuum / Sweep and wash all flooring with germicidal solution
- Remove all trash to a designated area

**B. FLOOR WORK SERVICES**

- Strip, seal & wax all commercial tile floors

**C. LIGHT FIXTURES CLEANING (Approx. 350 l.f.)**

- Clean cover and remove casing to clean and wash all ceiling light fixtures

**NOTE:**

- All sensitive equipment / materials must be covered (protected) prior to starting this project
  - Proper ventilation is needed for this project
  - Move all furniture (tables, chairs, etc) and light equipment (on wheels) for proper cleaning
  - All DOT chemicals and other hazardous materials must be covered or stored properly
  - Schedule this cleaning project on weekends (Saturday & Sunday)
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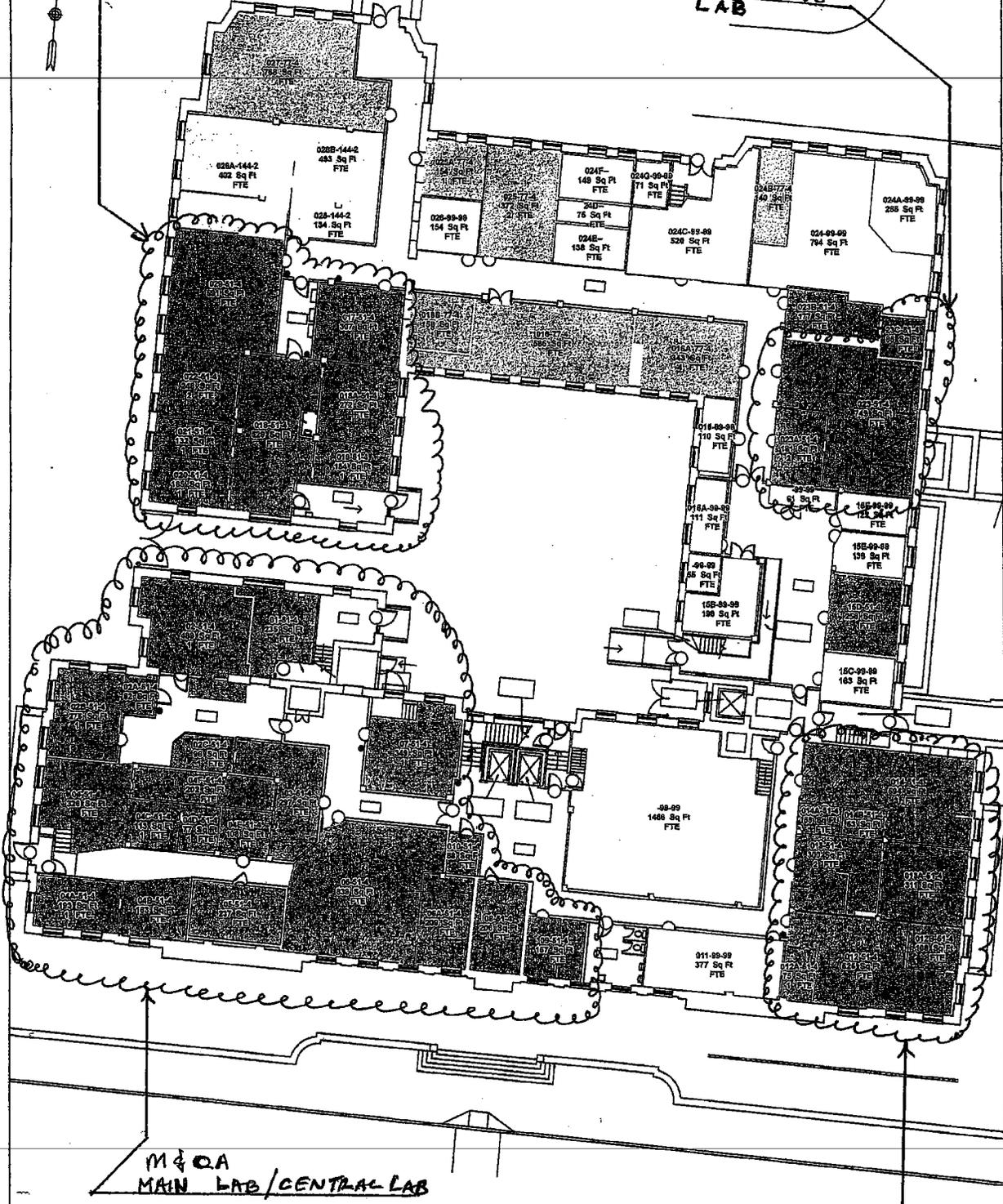
# RI Dept. of Transportation Two Capitol Hill Basement

M&QA Q.A



M&QA  
MATERIALS OFFICE

M&QA  
SUPER PAVE  
LAB



M&QA  
MAIN LAB / CENTRAL LAB

M&QA  
RESEARCH  
LAB / OFFICE

<p><b>LABEL FORMAT</b> ROOM NUMBER SECTION NUMBER DIVISION NUMBER ROOM SIZE NUMBER OF PERSONNEL</p>	<p>Traffic Research - 144 Materials - 51 Survey = 77</p>
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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**

#### **VENDOR SPECIFICATIONS**

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.

#### **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.

#### **DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.