



SOLICITATION TITLE: Replacement Flooring at the University of Rhode Island, Providence Campus.

SOLICITATION NUMBER: 7548470

SOLICITATION SUBMISSION DEADLINE: March 13, 2014 at 10:30 AM

PREBID CONFERENCE

YES – NONMANDATORY

YES – MANDATORY → Bidder must attend the mandatory prebid conference. The bidder's representative must register with the Division of Purchases at the mandatory prebid conference and identify the bidder he or she represents.

Location: 80 Washington Street (Shepard Building), Providence, RI 02903 – Please report to Security Office 1st floor.

Date: Wednesday, February 26, 2014

Time: 9:00 AM

QUESTIONS concerning this solicitation must be received by the Division of Purchases (at gary.mosca@purchasing.ri.gov no later than **4:00 PM**, February 27, 2014, Questions should be submitted in a *Microsoft Word attachment*. Please reference the solicitation number (7548470) 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.

BID BOND REQUIRED: **YES**
 NO

PAYMENT AND PERFORMANCE BOND REQUIRED: **YES**
 NO

SPECIFICATION AND PLAN FILES: **YES:** See Electronic Solicitation Bidding Information
 NO

RIVIP REGISTRATION: Bidders must be registered vendors through the online Division of Purchases Rhode Island Vendor Information Program at www.purchasing.ri.gov. To register or update information, click on "Vendor Center," then "Vendor Information" from the dropdown menu on the left.

BIDDER CERTIFICATION COVER FORM: Bidders must download (obtainable at www.purchasing.ri.gov), complete, and submit a Bidder Certification Cover Form with each bid proposal.

Buyer Name: Gary P. Mosca, **Title:** Senior Buyer



Electronic Solicitation Bidding Information

Downloading and Accessing Electronic Files

Accessing electronic files on the purchasing website will require Adobe viewer. All bids denoted with a "D" in the "Info" column will require WinZip 8.1 software. The WinZip file may contain one or more files. These files may require additional software such as Microsoft Office.

Bids that have a file for download are marked with a "D" in the "Info" field of the bid search results page located on the Purchasing website. The "D" will indicate 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 WinZip file associated with the bid. Opening the WinZip file will offer you the option of saving to your local computer.

Once saved, you can open the WinZip file and view the files. The individual files can be saved to your computer in a location such as "Desktop" or "My Documents".



State of Rhode Island Department of Administration
Division of Purchases

REVISED
November 20, 2013

NOTICE TO VENDORS

Each bid proposal for a *public works project* must include a "public copy" to be available for public inspection upon the opening of bids. **Bid proposals that do not include a copy for public inspection will be deemed nonresponsive.**

The public copy must be submitted in .pdf (portable document file) format on a *read-only* CD-R media disc. The disc must include *all of the documents* submitted in response to the solicitation concatenated or merged into one file. The file must be named in the following manner:

BidNumber_DateofBid_VendorName_VendorID.pdf

The Bidder Certification Cover Form contains all of the information for the file name. The date of bid must appear as mm-dd-yyyy. The vendor name must appear as one word, with no spaces or punctuation. Underscores must separate the fields.

Example: 7543210_11-08-2013_OceanStateCompanyInc_9867.pdf

The public copy disc must be separately enclosed in a protective cover clearly marked "Public Copy" and include the following information (all available from the Bidder Certification Cover Form): (1) title of solicitation; (2) name of bidder and RIVIP vendor ID number; (3) bid number; and (4) date of bid.

The public copy may redact any trade secrets or commercial or financial information which is of a privileged or confidential nature pursuant to the "Access to Public Records Act," R. I. Gen. Laws §§ 38-2-1 *et seq.*

For further information on how to comply with this statutory requirement, see R. I. Gen. Laws §§ 37-2-18(b) and (j). Also see Procurement Regulation 5.11 accessible at www.purchasing.ri.gov

DOCUMENT 00100 – INVITATION TO BID

NOTICE TO CONTRACTORS – SOLICITATION NO. 7548470

Date: February 14, 2014

Project: DOE Flooring Replacement
University of Rhode Island, Providence CCE Campus

Project Description: On fifth and sixth floors of the Shepard Building, removal of existing vinyl tile floor and base and replacement with new base and carpet tile. Underlayment prep and repair. Accessories as required.

Completion Time : 45 consecutive calendar days

Owner: State of Rhode Island Board of Education, University of Rhode Island, and State of Rhode Island

Purchaser: Department of Administration, Division of Purchases

Design Agent: Brewster Thornton Group Architects, LLP

The **Owner** is soliciting bids for DOE Flooring Replacement at the Shepard Building on the Providence CCE Campus of the University of Rhode Island, in accordance with the plans and specifications dated September 13, 2013.

NOTE: Plans and specifications are available to download from the RI Division of Purchases website at www.purchasing.ri.gov (labeled with the issue date of this Solicitation Information document) at no cost.

END OF DOCUMENT