State of Rhode Island

Department of Administration
Division of Purchases
One Capitol Hill
Providence, RI 02908

INVITATION TO BID

SOLICITATION TITLE: **FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY**
SOLICITATION NUMBER: **7548825**
BID PROPOSAL SUBMISSION DEADLINE: **July 21, 2014 at 10:00 AM**

PREBID CONFERENCE

☐ NONMANDATORY

☒ 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: CAMP FOGARTY, 2841 SOUTH COUNTY TRAIL, EAST GREENICH, RI
Date: Wednesday, July 09, 2014
Time: 9:00 AM

QUESTIONS about this solicitation must be emailed and received by the Division of Purchases at doa.purbidinfo@purchasing.ri.gov no later than Friday, July 11, 2014, 5:00 PM, in a Microsoft Word attachment with the corresponding solicitation number. Questions, if any, and responses will be posted on the Division of Purchases website at www.purchasing.ri.gov as an addendum to this solicitation

BID BOND REQUIRED: ☐ NO
☒ YES

PAYMENT AND PERFORMANCE BOND REQUIRED: ☐ NO
☒ YES

SPECIFICATIONS AND PLANS: ☐ NO
☒ YES ➡ See Electronic Solicitation Bidding Information.
Click on the online active "D" link in the "info" column.

Continued onto next page

State of Rhode Island

Department of Administration
Division of Purchases
One Capitol Hill
Providence, RI 02908

INVITATION TO BID

SOLICITATION TITLE: **FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY**
SOLICITATION NUMBER: **7548825**
BID PROPOSAL SUBMISSION DEADLINE: **July 21, 2014 at 10:00 AM**

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.

The State of Rhode Island through its, Department of Administration, Division of Purchases, is soliciting bid proposals to perform the work described in the plans and specifications dated Click here to enter a date. For the Project in accordance with this solicitation.

Bidders are invited to submit bid proposals to the Division of Purchases by the bid proposal submission deadline.

This solicitation contains, and is subject to the terms and conditions of, the Invitation to Bid, Instructions to Bidders, Bid Preparation Checklist (with applicable forms), Agreement, General Conditions, any Supplemental Conditions, Specifications and Plans, Bidder Certification Cover Form, and Bid Form. The solicitation is available at www.purchasing.ri.gov.

The award of the contract pursuant to this solicitation will be made to the responsive and responsible bidder with the lowest bid price. *The Division of Purchases reserves the right to waive any technicalities in the bid proposals, accept or reject any bid proposal, award a contract in the best interest of the State, or revoke any solicitation.*

Continued onto next page

State of Rhode Island

Department of Administration
Division of Purchases
One Capitol Hill
Providence, RI 02908

INVITATION TO BID

Electronic Solicitation Bidding Information

Downloading and Accessing Additional Electronic Solicitation Files

Accessing electronic files on the purchasing website will require Adobe viewer. All bid solicitations that include 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.

Specifications 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".

Buyer Name: David A. Cadoret, Title: Chief Buyer

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

Request for Quote

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

CREATION DATE : 12-JUN-14
BID NUMBER: 7548825
TITLE: FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

BID CLOSING DATE AND TIME:21-JUL-2014 10:00:00

BUYER: Cadoret, David
PHONE #: N/A

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

SHIP TO
MS CAMP FOGARTY TRAINING SITE
2481 SOUTH COUNTY TRAIL
EAST GREENWICH, RI 02818
US

Requistion Number: 1355336
Note to Bidders: THERE WILL BE A MANDATORY PRE BID CONFERENCE WEDNESDAY JULY 9, 2014 AT 9AM AT:
CAMP FOGARTY
2841 SOUTH COUNTY TRAIL
EAST GREENWICH, RI 02818
PLEASE NOTE SPECIAL INSTRUCTIONS ON ATTACHED SHEET PERTAINING TO THIS PRE BID.

Line	Description	Quantity	Unit	Unit Price	Total
1	Camp Fogarty TS - Fabricate & Install Signs Needed for First Responders to Navigate to Buildings & Unit Stations, as per attached specifications.	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

BID FORM 7548825-MUST BID ALL LINES				
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY				
THIS FORM TO BE SUBMITTED WITH BID PROPOSAL. FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE				
Facility Signs: Type B2 3'6" x 3' DOUBLE FACED				
	QUANTITY	MATERIALS	INSTALLATION	TOTAL
100 – Sun Valley Armory / 861st Engineer Company	1			
130 – Range Control	1			
310 – East Greenwich Readiness Center / 1207th Forward Support Company	1			
145 – 88th Army Band	1			
142 – Recruiting and Retention HQ	1			
Facility Signs: Type B3 3'6" x 2'6" DOUBLE FACED				
	QUANTITY	MATERIALS	INSTALLATION	TOTAL
131 – Range Maintenance Shop	1			
133 – Main Latrine	1			
141 – DFAC / Engagement Skills Center	1			
220 – Gym / AAR	1			
222 – FATS / Distance Learning Center (Fire Arms Training Simulator)	1			
216 – Parachute Rigger Facility / Shed	1			
214 – Warrior Simulation Center	1			
212 – MWR	1			
210 – Vehicle Wash Facility	1			
320 – Ropes Course, High / Low	1			
250 – Confidence Course	1			
315 – NBC Chamber	1			
Water Point	1			
Range A – Rifle	1			
Range B – Pistol	1			
Range C – Shotgun / Light Machine Gun	1			
Range D – M203	1			
Range F – Skeet Range – 340	1			
Parking Area A	1			
Parking Area B	1			
	QUANTITY	MATERIALS		TOTAL
Building Door Signs: Type B4 1'6" x 1'6" SINGLE FACED	1			
QUANTITY ON THIS SIGN TO BE DETERMINED. FOR THE PURPOSES OF THIS PROPOSAL				
BID A QUANTITY OF ONE. INSTALLATION NOT REQUIRED.				

State of Rhode Island

Department of Administration / Division of Purchases

One Capitol Hill, Providence, Rhode Island 02908-5855

Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825

FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

ALTERNATES (Additions/Subtractions to Base Bid Price)

The Bidder offers to: (i) perform the work described in these Alternates as selected by the State in the order of priority specified below, based on the availability of funds and the best interest of the State; and (ii) increase or reduce the Base Bid Price by the amount set forth below for each Alternate selected.

Check "Add" or "Subtract."

____ Add ____ Subtract Alternate No. 1: 230-CAMP FOGARTY ARMORY, TYPE B1, DOUBLE FACED, 4'6" X 4"

MATERIAL $_____

INSTALLATION $_____

TOTAL $_____

This page to be submitted with bid proposal. Failure to do so may result in your bid being deemed non-responsive.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

This is a secured military facility. Vendors are not allowed to enter on their own accord. As such the pre bid is **MANDATORY.** Any interested vendors will meet outside the main gate, at the address shown below, with a representative from Rhode Island State Purchasing and the Militia of the State. We will then enter at the same time. **Once we leave the gate area no additional vendors will be allowed to sign in, and as a consequence, not allowed to submit a proposal.** Please be prepared to have your vehicle searched and also you will need to provide proper identification.

Mandatory pre bid is:
Wednesday July 9, 2014 at 9am
Camp Fogarty
2841 South County Trail
East Greenwich, RI 02818

STATEMENT OF WORK

CAMP FOGARTY BASE SIGNS

SCOPE: The overview of the work to be accomplished in this project consists of the fabrication and installation of new base signage for Camp Fogarty.

LOCATION: Camp Fogarty, 2841 South County Trail, East Greenwich, RI 02818

WORK TO BE ACCOMPLISHED:

a) Fabrication of signs to specifications provided for military installations.
b) Installation of signs to specifications provided for military installations.
c) Remove waste materials and other debris from the work site each work day.

SAFETY: The areas where the work is to be performed may be in use at all times, therefore the Contractor will protect the worksite to minimize any danger to pedestrians in the area.

WORKMANSHIP: All work shall be performed by qualified mechanics of the trade involved. All work shall be neat, trim, straight, secured and finished in all details. Any work that damages existing infrastructure will be repaired at no additional cost to the State or Federal Government.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

GUARANTEE: The Contractor will guarantee all work for a period of 1 (one) year after acceptance.

NOTIFICATION: The Construction & Facilities Management Office (CFMO) shall be notified when work is to begin and shall be kept informed of the Contractor's finished work schedule.

APPROVAL of MATERIAL: Specifications or manufacture's cuts of material to be used on this project shall be submitted to the CFMO for approval prior to installation.

STATE BUILDING CODE: This project is subject to the rules and regulations of the Rhode Island Building Commissioner and is subject to inspection by that officer. The Contractor will obtain, if necessary a building permit for this work from the Building Commissioner's office. A copy of this permit will be forwarded to the CFMO.

STATE PROVISIONS: In addition to these provisions, the Office of Purchases may issue other instructions that must be followed.

MATERIALS: All materials to be incorporated into the project shall be furnished and installed new by the Contractor.

FINAL ACCEPTANCE: The Owner will inspect all work prior to final acceptance and note any deficiencies found so the Contractor can re-work them.
See attached files for the UFC [Unified Facilities Criteria] for military post signs, along with scaled diagrams specific to the sign types requested.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

General lettering and background standards..
2.18. Color Standards. The colors used on the signs in this program conform to the color standards developed by the Federal Highway Administration. These are the only colors that are permitted in the production of Air Force signs, with the exception of motivation signs. Semi-gloss paint must fall within the glossimeter readings for eggshell in matte finishes (11 to 19 degree gloss on 60 degree glossimeter). These color standards also apply to safety signs.

Background:

2.18.2. Standard Brown.
Reflective Sheeting: Federal Highway Administration PR Color #5, Highway Brown
Paint: ISCC-NBS, Color Designation 56 String Brown
National Park Service Brown
Ink: PMS 469

Lettering:

2.18.8. Standard White.
Reflective Sheeting: Federal Highway Administration White or Silver White
Paint: Federal Standard 595a, Color #17875 (gloss), Color #27875 (Semigloss)
Ink: PMS White

Below are selected highlight criteria pulled from the UFC (see attached)…

GENERAL OVERVIEW:

Sign Posts and Sign Panel Background shall be the same finish for uniformity; factory finished baked enamel.

All posted signs sized as B-1, B-2 & B-3 are double sided, 3mm aluminum. B-4 signs are single sided 3mm aluminum.

Labor is required to install signs B-1, B-2 & B-3. Do not include labor for signs B-4*.
(*see UFC / diagram on how sign is designed)

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

MATERIALS:

12.11.1. Aluminum...
All aluminum for signposts shall be 6061-T6 alloy with mill finish. Aluminum for extrusions shall be 6063-T5 or 6063-T6 with mill finish in accordance with ASTM-B221. All aluminum sheeting shall be 6061-T6 with mill finish in accordance with ASTM-B209. Aluminum shall be of the best commercial quality and the various forms shall be straight and true. There shall be no scratches, scars, creases or buckles.

12.11.1.1. Prior to application of baked enamel finish, surface shall be cleaned and primed according to manufacturer's specification. Solvent cleaning followed by a wash coat of basic zinc chromate—vinyl butyral is recommended—as well as a prime coat of enamel primer in conformance with Federal Specification TT-P-636.

12.11.1.2. Prior to application of reflective sheeting, surface shall be degreased and etched according to manufacturer's specifications.

12.11.6. Metal Fasteners...
12.11.6.1. Mounting hardware for aluminum signs shall be hardened aluminum ASTM-B211 6061-T6 alloy.

SIGN PANELS-

12.7.1. Sign Panel Material...

12.7.1.1. Aluminum.
Aluminum sheeting [3mm] is generally recommended because of its light weight, ease of handling and corrosion resistance.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

SIGN POSTS-

12.7.2. Sign Post Material...

12.7.2.1. Aluminum.
Aluminum posts are generally recommended because of their high strength to weight ratio, ease of handling and corrosion resistance. Provide bituminous coating for post imbedded in concrete.
(3" Aluminum... see diagram)

All signs posts are 3" x 3" x 1/8" aluminum post extrusion with sign face panel inserted into extruded frame or bonded to face of frame. See "Foundations" for overall length of each type of post.

FINISHES:

PAINTS-

Paints furnished under this specification shall be products that are included on the applicable GSA Qualified Products List. Colors shall conform to Federal Standard No. 595a as shown in paragraph 2.18 of this pamphlet. (UFC 3-120-120-01)

12.10.1.1. Qualified alkyd, acrylic, epoxy or urethane enamels may be used.

12.10.1.2. Prime coats and other surface pretreatment shall be applied as recommended by the manufacturer.

12.10.1.3. Two color coats of enamel shall be applied and baked according to the manufacturer's instructions for the substrate specified. Baked enamel coatings on aluminum shall conform to the Architectural Aluminum Manufacturing Association's voluntary specification 603.8. Baked enamel coatings on steel shall conform to Military Specification MIL-E- 480A.

INKS-

Inks furnished under this specification shall be products that are qualified for listing on the applicable GSA Qualified Products List. Colors shall conform to Federal Standard No. 595a in paragraph 2.18 of this pamphlet. (UFC 3-120-120-01)

12.10.2.1. Silk-screen ink, whether transparent or opaque, shall be supplied by a manufacturer with experience in production of such inks for the materials and surfaces specified.

12.10.2.2. No ink shall be used that will fade, discolor or delaminate as a result of exposure to ultraviolet light. All inks shall be applied evenly without pinholes, scratches or application marks.

12.10.2.3. Surface pre-treatment shall be applied as recommended by the manufacturer.

RELFECTIVE SHEETING-

Reflective sheeting shall conform to Federal Highway Administration standard FP-79 Table IV (Engineer Grade) reflective sheeting. Colors shall be as shown in paragraph 2.18 of this pamphlet. The sheeting shall include a pre-coated pressure sensitive adhesive backing (Class 1) or a tack free heat activated adhesive backing (Class 2). The sheeting shall be of such quality and type that it can be applied without additional adhesive coats on either the backing or the application surface.

SIGN PANELS-

12.6.1. Sign Panel Finish…

BACKGROUND:
12.6.1.1. Baked Enamel.
Factory-finished baked enamel provides the most durable and cost effective finish available. Alkyd, acrylic, epoxy or urethane enamels may be used.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

LETTERING:
12.6.1.2. Reflective Sheeting.
Reflective sheeting provides good nighttime visibility, and can be achieved by mounting reflective graphics on a baked enamel sign panel.

GRAPHICS (EMBLEMS):
12.6.3.3. Decals.
Decals for shields, emblems and symbols shall be silk screened onto adhesive backed reflective sheeting and die-cut for later applications to the sign face.

NIGHTTIME VISIBILITY-

12.6.4. Nighttime Visibility (Reflectivity)…

12.6.4.1. Reflective Graphics on Non-reflective Background.
Graphics die-cut from reflective sheeting and applied to a non-reflective baked enamel finish background is the most cost effective way to achieve good nighttime visibility.

POSTS-

12.6.2. Sign Post Finish…

12.6.2.1. Baked Enamels.
Factory finished baked enamel is the most durable and cost effective finish available.

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

FOUNDATIONS:

12.8.1. Foundation...

12.8.1.1. Concrete Footings. The use of concrete footings for all signage is strongly recommended. The post and panel structures shown in this pamphlet are designed with low lateral stability in order to reduce material cost. The vertical stability of the sign posts is therefore critical to the appearance and durability of the signs.

12.12. Foundations. Concrete foundations shall withstand all wind, water, ice and similar forces. All foundations shall be capped and flush with the ground level. All concrete shall be poured at 20.7 Mpa (3,000 psi).

*****Take note of diagrams to see sizing as they are different*****

B-1 concrete footing is 3'6" deep, with post 3' deep (making the post 10'6" in overall length)
B-2 concrete footing is 3'6" deep, with post 3'3" deep (making the post 9'9" in overall length)
B-2 concrete footing is 3'6" deep, with post 3'3" deep (making the post 9'3" in overall length)

Height of posts above ground:

Sign B-1 posts:
7'6" exposed (3'6" from bottom of sign to ground level)

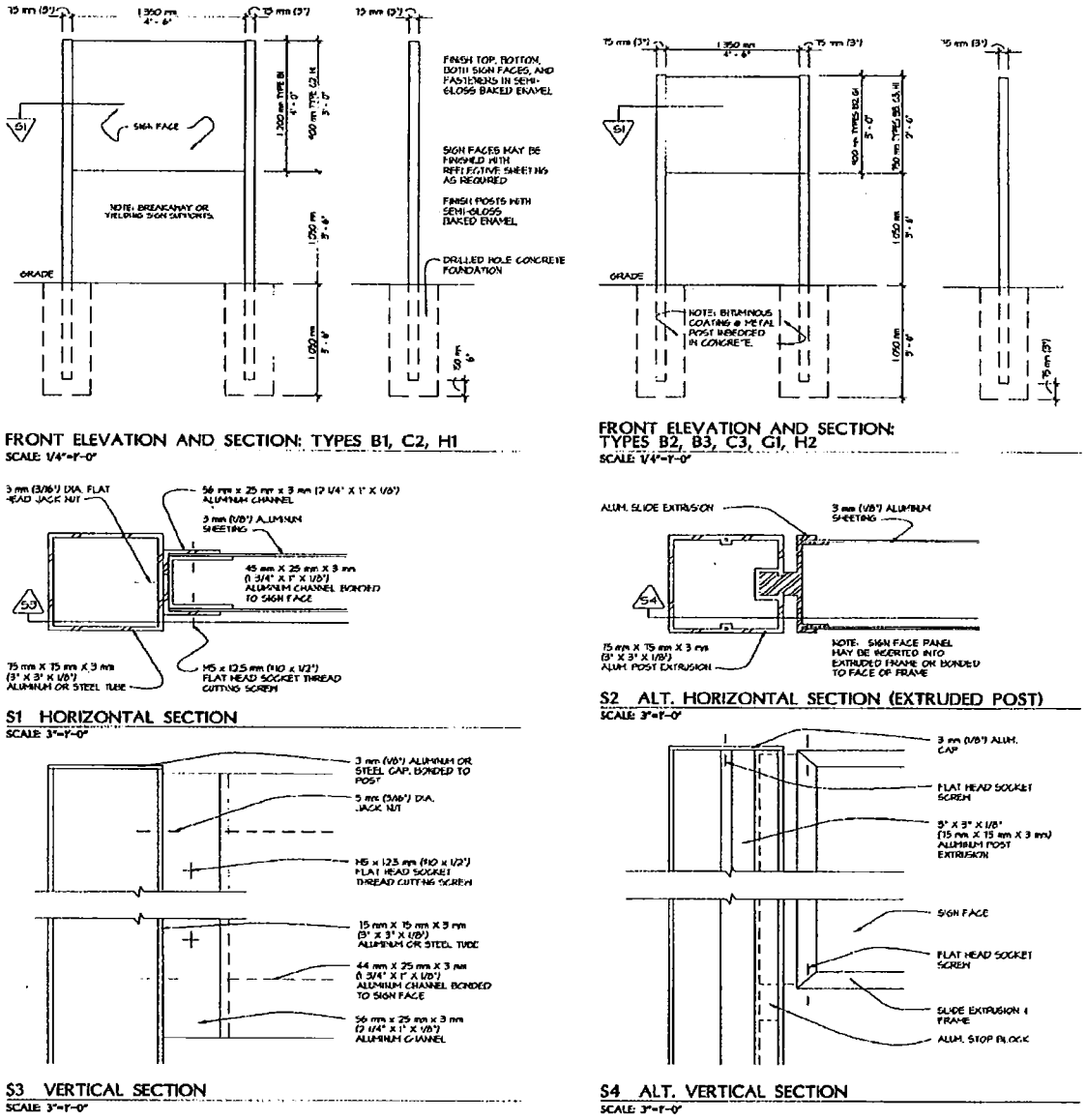
Sign B-2 posts:
6'6" exposed (3'6" from bottom of sign to ground level)

Sign B-3 posts:
6' exposed (3'6" from bottom of sign to ground level)

State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

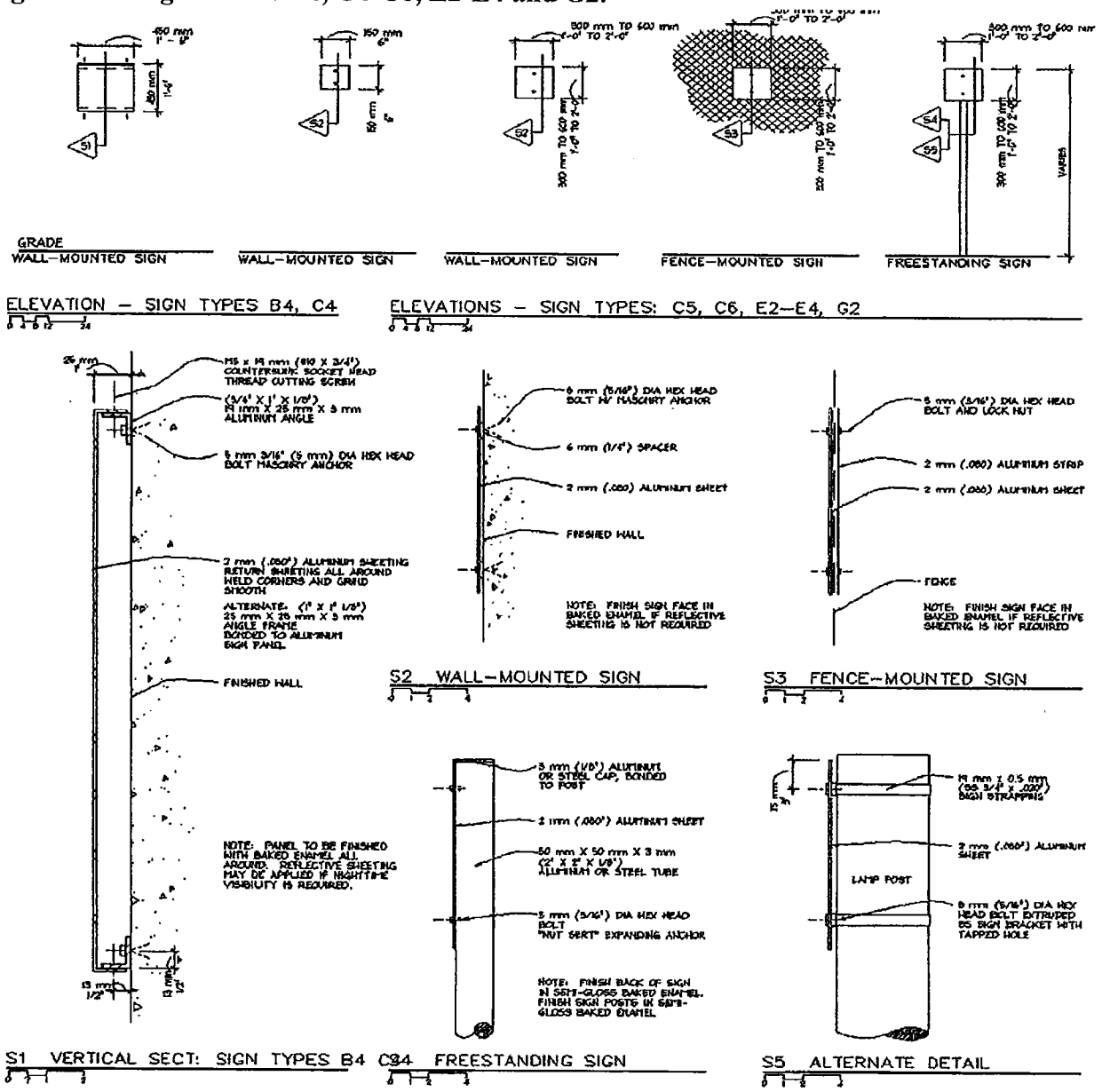
Figure 12.2. Sign Details B1, B2, B3, C2, C3, G1, H1 and H2.



State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387

BID 7548825
FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

Figure 12.9. Sign Details B4, C4-C6, E2-E4 and G2.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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

Tel: (401) 574-8100
Fax: (401) 574-8387
Website: www.purchasing.ri.gov

DIVISION OF PURCHASES
INSTRUCTIONS TO BIDDERS
PUBLIC WORKS SERVICES (PWS)

Offer to Contract

All bid proposals are subject to and constitute an offer to contract with the State of Rhode Island through the Division of Purchases on the terms and conditions contained in this solicitation, any addenda, applicable federal and municipal law, and the laws of the State of Rhode Island, including all procurement statutes and regulations (available at www.purchasing.ri.gov), all of which are incorporated by this reference into any contract awarded pursuant to this solicitation.

The terms and conditions in these Division of Purchases Public Works Bid Clauses *supersede* any and all inconsistent or conflicting terms and conditions in any other provision of any other document in this solicitation and shall govern this solicitation and the award of any contract pursuant to this solicitation.

Noncompliance

Bidders must comply with all requirements. Any failure to comply may result, at the discretion of the State Purchasing Agent, in the disqualification of the bid proposal.

Failure of the successful bidder to comply with the terms and conditions of the contract awarded pursuant to this solicitation may result in nonpayment, termination of the contract, suspension or debarment of the bidder, or any other necessary or appropriate remedy in the sole discretion of the State Purchasing Agent.

Addenda

Bidders are responsible for checking for addenda, all of which become incorporated into this solicitation upon posting on the Division of Purchases website at www.purchasing.ri.gov. No addenda will be posted within the 5-day period preceding the submission date for bid proposals.

Apprenticeship

The successful bidder must employ apprentices on this project (if the value of the project is at least $1 Million) in accordance with the apprentice to journeyperson ratio for each trade approved by the State Apprenticeship Council. Specific information is available at www.dlt.ri.gov/apprenticeship.

Award

The State Purchasing Agent, in his or her sole discretion, will award the contract pursuant to this solicitation to the responsive and responsible bidder who submits the lowest responsive and responsible bid. A binding contract between the State of Rhode Island and the successful bidder will be formed only by the issuance of a Purchase Order by the Division of Purchases.

Bid Proposal Submission

Each bid proposal (a complete package, with the signed Bidder Certification Cover Form) must be submitted in a *separate sealed envelope* with the specific "Bid Number" and the "Submission Date and Time" marked in the upper left-hand corner of the envelope.

The bid proposal must be delivered to the Division of Purchases (via mail or messenger service) by the date and time specified for the submission of bid proposals. Bidders should allow at least one hour additional time for parking and clearance through security checkpoints when delivering a bid proposal in person or by messenger. Bids must be addressed to:

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

Bid proposals that are not present in the Division of Purchases at the date and time specified for the submission of bid proposals for whatever reason will be deemed late and will not be considered. The submission time will be determined by the time clock in the Division of Purchases. Postmarks will not be considered proof of timely submission.

Contractors Registration

The bidder must have and maintain a valid certificate of registration issued by the Contractors' Registration Board throughout the term of the contract awarded pursuant to this solicitation and ensure that its subcontractors, unless exempt from registration, also obtain and maintain valid certificates of registration.

Divestiture of Investments in Iran Requirement

No bidder engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each bidder submitting a bid proposal or entering into a renewal of a contract is required to certify that the bidder does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws § 37-2.5-3.

Domestic Steel

Any steel products required by the plans and specifications in this solicitation must be fabricated or processed from steel made in the United States.

Equal Opportunity

The successful bidder must demonstrate a commitment to equal opportunity and submit an affirmative action plan for review by the State Equal Opportunity Office.

Foreign Corporations

No foreign corporation may transact business in the State of Rhode Island until it shall have obtained a Certificate of Authority from the Rhode Island Secretary of State. The successful bidder will be required to provide a Good Standing Certificate issued by the Rhode Island Secretary of State within the 10-day period following the tentative letter of award.

Inspection

The bidder is responsible for carefully reviewing all of the requirements of this solicitation, inspecting the project site, including (without limitation) checking and/or verifying measurements, site conditions, any limitations, and other details, prior to preparing and submitting its bid proposal.

Insurance

The successful bidder must submit a certificate of insurance that references the solicitation number and names the State of Rhode Island as "certificate holder" and as "additional insured" upon the issuance of the tentative letter of award, on an annual basis during the term of the contract awarded pursuant to this solicitation, and from time to time upon request. The certificate of insurance must state that 20 days' advance notice of cancellation will be sent to: Rhode Island Department of Administration, Division of Purchases, One Capitol Hill, Providence, Rhode Island 02908-5855, fax # 401-574-8387, and provide evidence of the following specific types and amounts of insurance:

Type of Insurance	Amount of Coverage
Comprehensive General Liability	
Bodily injury	$1 Million each occurrence $1 Million annual aggregate
Property damage	$500,000 each occurrence $500,000 annual aggregate
Independent contractors Contractual (including construction "hold harmless" and other types of Contracts or agreements in effect for insured operations) Completed operations Personal injury (with employee exclusion deleted)	
Automobile Liability	
Combined Single Limit	$1 Million each occurrence
Bodily injury, property damage, including non owned and/or hired vehicles and equipment	
Workers Compensation	
Coverage B	$100,000

The State Purchasing Agent reserves the right to accept alternate forms and plans of insurance and/or to required additional or more extensive coverage.

Licenses

The successful bidder and anyone performing any work on the contract awarded pursuant to this solicitation must possess all of the licenses required by any governmental authority to perform such work.

Minority Business Enterprises

Respondents should be aware of all applicable MBE requirements, as set forth in R. I. Gen. Law § 37-14.1-1, et seq. The State's goal is for a minimum ten per cent (10%) participation by MBE's in all State procurements. For further information, contact the State MBE Administrator at (401) 574-8253 or charles.newton@doa.ri.gov, Visit the website http://www.mbe.ri.gov/

Occupational Safety

The successful bidder must ensure (if the total project cost is at least $100,000) that all employees at the project site possess a card issued by the United States Department of Labor certifying successful completion of an OSHA ten (10) hour construction safety program.

Payment and Performance Bonds

The successful bidder must furnish a 100% payment and performance bond from a surety licensed to conduct business in the State of Rhode Island upon the tentative award of the contract.

Prebid Conference

Bidders must attend a mandatory prebid conference and are encouraged to attend a nonmandatory 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.

Public Copy

Each bid proposal must include a "public copy" to be available for public inspection upon the opening of bids. For further information on how to comply with this statutory requirement, see R. I. Gen. Laws § 37-2-18(b), Procurement Regulation 5.11, and in addition, for highway and bridge projects, also see Procurement Regulation 5.13, accessible at www.purchasing.ri.gov.

Reservation of Rights

The Division of Purchases reserves the right to revoke, suspend, or terminate this solicitation at any time in its sole discretion.

Subcontractors

The bidder must demonstrate that it is able to perform a substantial portion of the work using its own workforce. Any bidder that does not maintain a permanent workforce and/or proposes to perform a disproportionate amount of the work through one or more subcontractors will be considered unqualified. The Division of Purchases reserves the right to reject any such bid proposal.

Substitutions

Products specified in this solicitation establish a standard of quality, performance, dimension, function, and appearance. Proposed substitutions must meet the standard and will not be considered without the prior written approval of the Division of Purchases. A request for substitution must include the detailed information necessary for a comprehensive evaluation.

Taxes

The State of Rhode Island is exempt from federal excise taxes and state sales and use taxes. The bidder shall not include such taxes in any prices in the bid proposal.

Termination

The Division of Purchases reserves the right to terminate any contract awarded pursuant to this solicitation at any time, for any reason, with or without cause.

Wages

For contracts that total less than $1 Million

The successful bidder and its subcontractors must pay their workers at the applicable prevailing wage rates (for the various trades) on a weekly basis, pay one and one-half times the applicable prevailing wage rates to any worker who works more than 40 hours in any one week or more than 8 hours in any one day, and submit certified weekly payroll forms on a monthly basis to the agency. Prevailing wage posters and rate schedules, available at the Rhode Island Department of Labor and Training website at www.dlt.ri.gov, must be posted at the project site.

For contracts that may total $1 Million or Greater

The successful bidder and its subcontractors must pay their workers at the applicable prevailing wage rates for the various trades on a weekly basis, pay one and one-half times the applicable prevailing wage rates to any worker who works more than 40 hours in any one week or more than 8 hours in any one day, submit certified weekly payroll forms on a monthly basis to the agency, and maintain (for contracts totaling $1 Million or more) a certified prevailing wage daily log at the project site. Prevailing wage posters and rate schedules, available at the Rhode Island Department of Labor and Training website at www.dlt.ri.gov, must be posted at the project site.

Withdrawal

Bid proposals are irrevocable for a period of 60 days following the due date for their submission.

Contract Terms and Conditions

Table of Contents

Terms and Conditions....II
BID STANDARD TERMS AND CONDITIONS....II
TERMS AND CONDITIONS FOR THIS BID....II
SURETY REQUIREMENTS....II
WAGE REQUIREMENTS....II
INSURANCE REQUIREMENTS....II
DELIVERY PER AGENCY....III

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

SURETY REQUIREMENTS

BIDDER IS REQUIRED TO PROVIDE A BID SURETY IN THE FORM OF A BID BOND, OR A CERTIFIED CHECK PAYABLE TO THE STATE OF RHODE ISLAND, IN THE AMOUNT OF A SUM NOT LESS THAN FIVE PERCENT (5%) OF THE BID PRICE. BID SURETY MUST BE ATTACHED TO THE BID FORM. THE SUCCESSFUL BIDDER WILL ALSO BE REQUIRED TO FURNISH PERFORMANCE AND LABOR AND PAYMENT BONDS AT TIME OF TENTATIVE CONTRACT AWARD.

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.

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.

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training
Center General Complex
1511 Pontiac Avenue
Cranston, RI 02920-4407

TTY: Via RI Relay 711

Lincoln D. Chafee
Governor
Charles J. Fogarty
Director

STATE CONTRACT ADDENDUM

RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING

PREVAILING WAGE REQUIREMENTS (37-13-1 ET SEQ.)

The prevailing wage requirements are generally set forth in RIGL 37-13-1 et seq. These requirements refer to the prevailing rate of pay for regular, holiday, and overtime wages to be paid to each craftsmen, mechanic, teamster, laborer, or other type of worker performing work on public works projects when state or municipal funds exceed one thousand dollars ($1,000).

All Prevailing Wage Contractors and Subcontractors are reguired to:

1. Submit to the Awarding Authority a list of the contractor's subcontractors for any part or all of the prevailing wage work in accordance with RIGL § 37-13-4;

2. Pay all prevailing wage employees at least once per week and in accordance with RIGL §37-13-7 (see Appendix B attached);

3. Post the prevailing wage rate scale and the Department of Labor and Training's prevailing wage poster in a prominent and easily accessible place on the work site in accordance with RIGL §37-13-11; posters may be downloaded at www.dlt.ri.gov/pw/Posters.htm .poster/htm or obtained from the Department of Labor and Training, Center General Complex, 1511 Pontiac Avenue, Cranston, Rhode Island;

4. Access the Department of Labor and Training website, at www.dlt.ri.gov on or before July 1st of each year, until such time as the contract is completed, to ascertain the current prevailing wage rates and the amount of payment or contributions for each covered prevailing wage employee and make any necessary adjustments to the covered employee's prevailing wage rates effective July Ist of each year in compliance with RIGL §37-13-8;

5. Attach a copy of this CONTRACT ADDENDUM and its attachments as a binding obligation to any and all contracts between the contractor and any

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training
Center General Complex
1511 Pontiac Avenue
Cranston, RI 02920-4407

Telephone; (401) 462-8000
TTY; Via RI Relay 711

Lincoln D. Chafee
Governor
Charles J. Fogarty
Director

subcontractors and their assignees for prevailing wage work performed pursuant to this contract;

6. Provide for the payment of overtime for prevailing wage employees who work in excess of eight (8) hours in any one day or forty (40) hours in any one week as provided by RIGL §37-13-10;

7. Maintain accurate prevailing wage employee payroll records on a Rhode Island Certified Weekly Payroll form available for download at www.dlt.ri.gov/pw.forms/htm, as required by RIGL §37-13-13, and make those records available to the Department of Labor and Training upon request;

8. Furnish the fully executed RI Certified Weekly Payroll Form to the awarding authority on a monthly basis for all work completed in the preceding month.

9. For general or primary contracts one million dollars ($1,000,000) or more, shall maintain on the work site a fully executed RI Certified Prevailing Wage Daily Log listing the contractor's employees employed each day on the public works site; the RI Certified Prevailing Wage Daily Log shall be available for inspection on the public works site at all times; this rule shall not apply to road, highway, or bridge public works projects. Where applicable, furnish both the Rhode Island Certified Prevailing Wage Daily Log together with the Rhode Island Weekly Certified Payroll to the awarding authority.

10. Assure that all covered prevailing wage employees on construction projects with a total project cost of one hundred thousand dollars ($100,000) or more has a OSHA ten (10) hour construction safety certification in compliance with RIGL § 37-23-1;

11. Employ apprentices for the performance of the awarded contract when the contract is valued at one million dollars ($1,000,000) or more, and comply with the apprentice to journeyperson ratio for each trade approved by the apprenticeship council of the Department of Labor and Training in compliance with RIGL §37-13-3.1;

12. Assure that all prevailing wage employees who perform work which requires a Rhode Island trade license possess the appropriate Rhode Island trade license in compliance with Rhode Island law; and

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training

Center General Complex
1511 Pontiac Avenue
Cranston, RI 02920-4407

Telephone: (401) 462-8000
TTY: Via RI Relay 711

Lincoln D. Chafee
Governor

Charles J. Fogarty
Director

13. Comply with all applicable provisions of RIGL §37-13-1, et. seq;

Any questions or concerns regarding this CONTRACT ADDENDUM should be addressed to the contractor or subcontractor's attorney. Additional Prevailing Wage information may be obtained from the Department of Labor and Training at www.dlt.ri.gov/pw.

CERTIFICATION

I hereby certify that I have reviewed this CONTRACT ADDENDUM and understand my obligations as stated above.

By: _____

Title: _____

Subscribed and sworn before me this___day of_____, 20_.

_____
Notary Public
My commission expires:_____

An Equal Opportunity Employer/Program, /Auxiliary aids and services are available upon request to individuals with disabilities.
TTY via RI Relay 711

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training
Center General Complex
1511 Pontiac Avenue
Cranston, RI 02920-4407

Telephone: (401) 462-8000

APPENDIX A

TITLE 37
Public Property and Works

CHAPTER 37-13
Labor and Payment of Debts by Contractors

SECTION 37-13-5

§ 37-13-5 Payment for trucking or materials furnished - Withholding of sums due. -A contractor or subcontractor on public works authorized by a proper authority shall pay any obligation or charge for trucking and material which have been furnished for the use of the contractor or subcontractor, in connection with the public works being performed by him or her, within ninety (90) days after the obligation or charge is incurred or the trucking service has been performed or the material has been delivered to the site of the work, whichever is later. When it is brought to the notice of the proper authority in a city or town, or the proper authority in the state having supervision of the contract, that the obligation or charge has not been paid by the contractor or subcontractor, the proper authority may deduct and hold for a period not exceeding sixty (60) days, from sums of money due to the contractor or subcontractor, the equivalent amount of such sums certified by a trucker or materialman creditor as due him or her, as provided in this section, and which the proper authority determines is reasonable for trucking performed or materials furnished for the public works.

APPRENDIX B

TITLE 37
Public Property and Works

CHAPTER 37-13
Labor and Payment of Debts by Contractors

SECTION 37-13-7

§ 37-13-7 Specification in contract of amount and frequency of payment of wages. -(a) Every call for bids for every contract in excess of one thousand dollars ($1,000), to which the state of Rhode Island or any political subdivision thereof or any public agency or quasi-public agency is a party, for construction, alteration, and/or repair, including painting and decorating, of public buildings or public works of the state of Rhode Island or any political subdivision thereof, or any public agency or quasi-public agency and which requires or involves the employment of employees, shall contain a provision stating the minimum wages to be paid various types of employees which shall be based upon the wages that will be determined by the director of labor and training to be prevailing for the corresponding types of employees employed on projects of a character similar to the contract work in the city, town, village, or other appropriate political subdivision of the state of Rhode Island in which the work is to be performed. Every contract shall contain a stipulation that the contractor or his or her subcontractor shall pay all the employees employed directly upon the site of the work, unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account, the full amounts accrued at time of payment computed at wage rates not less than those stated in the call for bids, regardless of any contractual relationships which may be alleged to exist between the contractor or subcontractor and the employees, and that the scale of wages to be paid shall be posted by the contractor in a prominent and easily accessible place at the site of the work; and the further stipulation that there may be withheld from the contractor so much of the accrued payments as may be considered necessary to pay to the employees employed by the contractor, or any subcontractor on the work, the difference between the rates of wages required by the contract to be paid the employees on the work and the rates of wages received by the employees and not refunded to the contractor, subcontractors, or their agents.

(b) The terms "wages", "scale of wages", "wage rates", "minimum wages", and "prevailing wages" shall include:

(1) The basic hourly rate of pay; and

(2)) The amount of:

(A) The rate of contribution made by a contractor or subcontractor to a trustee or to a third person pursuant to a fund, plan, or program; and

(B) The rate of costs to the contractor or subcontractor which may be reasonably anticipated in providing benefits to employees pursuant to an enforceable commitment to carry out a financially responsible plan or program which was communicated in writing to the employees affected, for medical or hospital care, pensions on retirement or death, compensation for injuries or illness resulting from occupational activity, or insurance to provide any of the foregoing, for unemployment benefits, life insurance, disability and sickness insurance, or accident insurance, for vacation and holiday pay, for defraying costs of apprenticeship or other similar programs, or for other bona fide fringe benefits, but only where the contractor or subcontractor is not required by other federal, state, or local law to provide any of the benefits; provided, that the obligation of a contractor or subcontractor to make payment in accordance with the prevailing wage determinations of the director of labor and training insofar as this chapter of this title and other acts incorporating this chapter of this title by reference are concerned may be discharged by the making of payments in cash, by the making of contributions of a type referred to in subsection (b)(2), or by the assumption of an enforceable commitment to bear the costs of a plan or program of a type referred to in this subdivision, or any combination thereof, where the aggregate of any payments, contributions, and costs is not less than the rate of pay described in subsection (b)(1) plus the amount referred to in subsection (b)(2).

(c) The term "employees", as used in this section, shall include employees of contractors or subcontractors performing jobs on various types of public works including mechanics, apprentices, teamsters, chauffeurs, and laborers engaged in the transportation of gravel or fill to the site of public works, the removal and/or delivery of gravel or fill or ready-mix concrete, sand, bituminous stone, or asphalt flowable fill from the site of public works, or the transportation or removal of gravel or fill from one location to another on the site of public works, and the employment of the employees shall be subject to the provisions of subsections (a) and (b).

(d) The terms "public agency" and "quasi-public agency" shall include, but not be limited to, the Rhode Island industrial recreational building authority, the Rhode Island economic development corporation, the Rhode Island airport corporation, the Rhode Island industrial facilities corporation, the Rhode Island refunding bond authority, the Rhode Island housing and mortgage finance corporation, the Rhode Island resource recovery corporation, the Rhode Island public transit authority, the Rhode Island student loan authority, the water resources board corporate, the Rhode Island health and education building corporation, the Rhode Island higher education assistance authority, the Rhode Island turnpike and bridge authority, the Narragansett Bay water quality management district commission, Rhode Island telecommunications authority, the convention center authority, the board of governors for higher education, the board of regents for elementary and secondary education, the capital center commission, the housing resources commission, the Quonset Point-Davisville management corporation, the Rhode Island children's crusade for higher education, the Rhode Island depositors economic protection corporation, the Rhode Island lottery commission, the Rhode Island

partnership for science and technology, the Rhode Island public building authority, and the Rhode Island underground storage tank board.

State of Rhode Island
Division of Purchases

Public Works
Bid Preparation Checklist

Date: **6/13/2014**

Bid#: **7548825**

Title: FABRICATE AND INSTALL SIGNAGE AT CAMP FOGARTY

This checklist is provided to assist the bidder in preparing a bid proposal for submission. It is not a substitute for a thorough review of the Instruction to Bidders nor a comprehensive list of all bid proposal requirements. Each bidder is responsible to review the Instructions to Bidders and to comply with all requirements of the Solicitation.

Bid Proposal Package:

☒ RIVIP Bidder Certification Cover Form (completed) signed in ink

☒ Bid Form
- All applicable blank spaces on the Bid Form have been completed
- All Addenda have been acknowledged
- Bid price printed legibly in ink (in both words and figures that match where specified)
- Erasures or corrections have been initialed by person signing the Bid Form
- Bid Form is signed in ink

☒ Bid Surety
- Bid bond or certified check (for DOT projects, bid bond only)
- Bid surety is five percent of the bid total (or such other specified amount)
- Bid Bond is signed by the bidder and surety
- Power of Attorney is attached to the Bid Bond showing the name of person who signed the surety bond

☒ Public Copy of bid proposal in pdf format on a read-only CD-R media disk

☐ General Contractor Apprenticeship Certification Form "2013-14" (for projects $1,000,000 and greater) required at time of bid proposal submission

Note: General Contractor Apprenticeship Re-Certification and Certification Form "2013-16" and Subcontractor Apprenticeship Certification Form "2013-15" are not required at time of bid proposal submission deadline.

- ☐ Applicable professional licenses (as specified in the Solicitation)
- ☐ Rhode Island Contractor Registration Board No.
- ☒ All bid proposal documents in a sealed envelope with the specific Solicitation #, Solicitation title, and the bid proposal submission deadline marked in the upper left hand corner of the envelope
- ☒ Each bid proposal submitted in a separate sealed envelope
- ☒ Completed Form W-9
- ☐ Other _____

Buyer Name: David A. Cadoret

Contact Information: doa.purbidinfo@purchasing.ri.gov

Form W-9 (Rev. 3/7/11)

State of Rhode Island
PAYER'S REQUEST FOR TAXPAYER
IDENTIFICATION NUMBER AND CERTIFICATION

THE IRS REQUIRES THAT YOU FURNISH YOUR TAXPAYER IDENTIFICATION NUMBER TO US. FAILURE TO PROVIDE THIS INFORMATION CAN RESULT IN A $50 PENALTY BY THE IRS. IF YOU ARE AN INDIVIDUAL, PLEASE PROVIDE US WITH YOUR SOCIAL SECURITY NUMBER (SSN) IN THE SPACE INDICATED BELOW. IF YOU ARE A COMPANY OR A CORPORATION, PLEASE PROVIDE US WITH YOUR EMPLOYER IDENTIFICATION NUMBER (EIN) WHERE INDICATED.

Taxpayer Identification Number (T.I.N.)

Enter your taxpayer identification number in the appropriate box. For most individuals, this is your social security number.

Social Security No. (SSN) ☐☐☐

Employer ID No. (EIN) ☐☐

NAME _____

ADDRESS _____

(REMITTANCE ADDRESS, IF DIFFERENT) _____

CITY, STATE AND ZIP CODE _____

CERTIFICATION: Under penalties of perjury, I certify that:

(1) The number shown on this form is my correct Taxpayer Identification Number (or I am waiting for a number to be issued to me), and
(2) I am not subject to backup withholding because either: (A) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (B) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions -- You must cross out item (2) above if you have been notified by the IRS that you are subject to backup withholding because of under-reporting interest or dividends on your tax return. However, if after being notified by IRS that you were subject to backup withholding you received another notification from IRS that you are no longer subject to backup withholding, do not cross out item (2).

PLEASE SIGN HERE

SIGNATURE _____ TITLE _____ DATE _____ TEL NO. _____

BUSINESS DESIGNATION:

Please Check One: Individual ☐ Medical Services Corporation ☐ Government/Nonprofit Corporation ☐
Partnership ☐ Corporation ☐ Trust/Estate ☐ Legal Services Corporation ☐

NAME: Be sure to enter your full and correct name as listed in the IRS file for you or your business.

ADDRESS, CITY, STATE AND ZIP CODE: Enter your primary business address and remittance address if different from your primary address). If you operate a business at more than one location, adhere to the following:

1) Same T.I.N. with more than one location -- attach a list of location addresses with remittance address for each location and indicate to which location the year-end tax information return should be mailed.
2) Different T.I.N. for each different location -- submit a completed W-9 form for each T.I.N. and location. (One year-end tax information return will be reported for each T.I.N. and remittance address.)

CERTIFICATION -- Sign the certification, enter your title, date, and your telephone number (including area code and extension).

BUSINESS TYPE CHECK-OFF -- Check the appropriate box for the type of business ownership.

Mail to: Supplier Coordinator, One Capitol Hill, Providence, RI 02908