



# Request for Quote

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

CREATION DATE : 15-SEP-14  
BID NUMBER: 7549010  
TITLE: PEST CONTROL AND EXTERMINATION SERVICES - DPUC  
BLANKET START : 01-NOV-14  
BLANKET END : 30-JUN-17  
BID CLOSING DATE AND TIME: 14-OCT-2014 10:30:00

BUYER: McGurn, Cheryl A  
PHONE #: N/A

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

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O**  
PUC ADMINISTRATIVE SERVICES  
89 JEFFERSON BOULEVARD  
WARWICK, RI 02888  
US

Requisition Number: 1383965  
Note to Bidders: BLANKET REQUIREMENTS: 11/1/2014 - 6/30/2017

Per the attached specifications.

Note: All work to be performed in accordance with the attached State of Rhode Island specification NO. 6275-01 Pest Control Services dated 4/18/2007

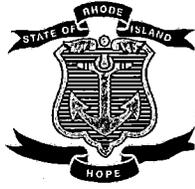
Contact: [cheryl.mcgurn@purchasing.ri.gov](mailto:cheryl.mcgurn@purchasing.ri.gov)

Line	Description	Quantity	Unit	Unit Price	Total
1	11/01/14 - 06/30/15 - MONTHLY PEST CONTROL SERVICES - DPUC (BID A RATE PER MONTH)	8.00	Each		
2	7/1/2015 - 6/30/2016 MONTHLY PEST CONTROL SERVICES - DPUC	12.00	Month		
3	7/1/2016 - 6/30/2017 MONTHLY PEST CONTROL SERVICES - DPUC	12.00	Month		

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



**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

**Department of Administration**

**DIVISION OF PURCHASES**

One Capitol Hill, 2<sup>nd</sup> floor  
Providence, RI 02908-5855

TEL: (401) 574-8100

FAX: (401) 574-8387

TDD: (401) 574-8228

Website: [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

**RFQ - 7549010 - PEST CONTROL AND EXTERMINATION SERVICES - DPUC**

**STATEMENT OF WORK**

**PUBLIC UTILITIES COMMISSION**

**89 JEFFERSON BLVD**

**WARWICK, RI 02888**

**SCOPE:**

Monthly maintenance of pest control and extermination services at the Public Utilities Commission.

This Facility is approximately 3000 sq. feet. Four floors including basement.

- **INTERIOR AND EXTERIOR PEST MANAGEMENT** - serviced (once) per month.
- **INTERIOR EXTERMINATION SERVICES** - Contractor shall furnish all labor, supplies, and equipment to perform acceptable pest control to eliminate (i.e ants, seasonal bugs, pantry pests, earwigs, mites, millipedes, silverfish, centipedes, cricket, fleas, bees, roaches, ets...) services (once per month).
- **SERVICES CAN BE PERFORMED** during normal business hours  
8:30 AM - 4:00 PM.
- **SERVICE TECHNICIAN** shall sign a vendor log upon arrival and departure and provide documentation pertaining to services provided at each (monthly) service interval.
- **COMPLAINTS AND SPECIAL SERVICE** request between scheduled visits must be handled within a 24-hour period after notification by facility manager.

STATE OF RHODE ISLAND  
DEPARTMENT OF ADMINISTRATION  
ONE CAPITOL HILL  
PROVIDENCE, RI 02908

SPECIFICATION NO 6275-01 PEST CONTROL SERVICES  
Date: 4/18/07 Supersedes: 6/07/99

**BID AND CONTRACT TERMS AND CONDITIONS**

**INFORMATION TO BE FURNISHED WITH BID:**

1. Bidder shall accompany his proposal with a completed bidder data sheet. Bidder will be considered non-responsive if data sheet is not returned with bid
2. Two manufacturer's labels containing information relative to each chemical used in pest control
3. Two sets of Material Safety Data Sheets for each Pesticide used

**INSURANCE REQUIREMENTS:** Insurance Certificate required for Workman's Compensation, Public Liability, Property Damage, etc. **MUST BE SUBMITTED BY LOW BIDDER ONLY BEFORE AWARD IS COMPLETED**

**INSURANCE LIMITS**

Bodily Injury:	\$1,000,000 Each Person	\$1,000,000 Each Accident
Property Damage:	\$ 500,000 Each Person	\$ 500,000 Aggregate
Workman's Comp :	\$ 100,000 Each Person	\$ 100,000 Aggregate

**CANCELLATION CLAUSE:** The Division of Purchases reserves the right to cancel the contract at any time for unsatisfactory service or if service is no longer required. Such cancellation will be without cost to the State.

**NOTE:** Contractor shall comply with agency requirements concerning verification of services performed

**BID AND CONTRACT TERMS AND CONDITIONS**

**SCOPE:** This bid covers the requirements for the proposed services listed

**LAWS:** All services to be rendered hereunder, including materials and invoicing used in connection therewith, shall comply in all respects to applicable Federal, State of Rhode Island and local laws, ordinances and regulations

**BID PRICES:** Prices bid in Proposal shall be the net charge per month, unless otherwise specified, for which contractor agrees to perform the pest control service of the Agency. Bid prices shall include the furnishing by the contractor of all labor, materials, tools, and equipment, insurance, permits and fees, if any, necessary for inspection, treatment and control of pests

Page 2 Specification No. 6275-01 Pest Control Services  
Date: April 18, 2007

**CONTRACT SURETY:** Awarded contractors may be required to provide a certified check or performance bond in an amount up to twenty-five percent of the as surety for the faithful performance of the contract

**SERVICE REQUIREMENTS:** Pest control service shall include treatment for roaches, pantry pests, earwigs, mites, millipedes, silverfish, centipedes, ants, crickets, bees or wasps on ground level, fleas, rats and mice

**INSPECTION:** A. Bidder is cautioned to thoroughly familiarize himself with the location of the proposed service on which bids are submitted by personal examination thereof before submission of bids.

**NO ALLOWANCE OR CONCESSION WILL BE MADE BY THE STATE FOR ANY ALLEGED MISUNDERSTANDING BECAUSE OF THE CHARACTER OR EXTENT OF INFESTATION.**

B. Unsatisfactory pest control services will be reported by the Agency Coordinator to the Division of Purchases utilizing Complaint form #DP-65. Dependent upon severity and/or number of complaints documented, punitive or other remedial action may be taken by the State under Purchasing Regulations pursuant to Chapter 37-2 of the General Laws of RI.

C. Periodic site inspection by the Department of Environmental Management may be performed with or without prior Notification to contractor to monitor type and quantity of pesticides in use. Ultraviolet testing may also be performed to measure level of infestation

**DETAILED SPECIFICATIONS:** Contractor will be required to provide a sufficient crew of uniformed workmen and supervisory help to visit the premises of each agency for which he has a contract to provide services

**Note:** Uniformed workman will be required to wear name tags provided by the contractor

Inspection includes the careful examination of the entire premises under the contract, including, but not limited to, halls, stairways, elevators, basements, attics, tunnels and boiler rooms, and including building fixtures, furniture, furnishings, equipment and supplies, or as otherwise specified in the bid proposal

Treatment or elimination of the pests enumerated shall be rendered in a thorough manner wherever evidence of infestation exists by standard methods and procedures excluding fumigation

Rodenticides shall be used with all due precautions to prevent the possibility of accidents to humans, domestic animals, and pets. In areas where regard for the safety of pets or animals is a paramount consideration, wafering or suitable bait will be employed. Special care shall be exercised in the use of liquid insecticides in areas having asphalt, mastic or linoleum floor surfaces

At the completion of each visit, the contractor shall file an itemized report of the inspection and treatment services performed at such agency with the business office of each agency

Contractor shall render additional out-of-schedule inspections and treatment as such are deemed necessary at no added cost to the State. Such additional services shall be rendered promptly as and when requested by the business office of an agency within a period not to exceed twenty-four clock hours.

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Date: April 18, 2007, Supercedes 6/7/99

**NOTE:** The use of least toxic pesticide (gels & baits) should be first line defense in office buildings. This applies to offices only not cafeterias, kitchens, and residential wards. If further treatment is required, application of liquids may be used either as required by the pesticide label. Treatment should occur when offices or facilities are unoccupied, not during regular business hours. Consideration of integrated pest management techniques are strongly encouraged before using liquid pesticides.

**BIDDERS DATA SHEET**

**PEST CONTROL SERVICE SPECIFICATION**

**BID NO:** \_\_\_\_\_

**BID OPENING DATE:** \_\_\_\_\_

**NOTE:** This sheet must be returned with bid. Failure to do so will result in rejection of bid.

**A.** Number of years bidder has been operating a pest control business: \_\_\_\_\_

**B.** Number of full time employees available for rendering service: \_\_\_\_\_

**C.** Names and addresses of at least five (5) other accounts for which bidder is currently rendering pest control service of similar character to that quoted on herein:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

**D.** Product name(s) and/or brand name(s) of the pesticides EPA Registration numbers to be used in the following areas.

AREAS	PRODUCT NAME	EPA REGISTRATION #
1 Food Service	_____	_____
2 Office	_____	_____
3 Laboratories	_____	_____
4 Laundries	_____	_____
5 Maintenance	_____	_____
6 Dormitories	_____	_____
7 Storage Room	_____	_____
8 Trash Removal Area	_____	_____

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Date: April 18, 2007

E. Bidder's Name, Address & Telephone # \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Commercial License No \_\_\_\_\_

This specification shall apply, until revised or rescinded, to each future purchase and contract for the commodity described herein. Copies of State of Rhode Island Specifications may be obtained from the Division of Purchases, Standards Unit, One Capitol Hill, Providence, RI 02908.

**PLEASE RETAIN FOR FUTURE REFERENCE.**

**Contract Terms and Conditions**

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**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**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.

**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.

MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND,  
DIVISION OF PURCHASES

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island

- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

**DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:**

No vendor 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 vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

**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.

**INSPECTION REQUIREMENTS**

BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS\* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. \*MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.

**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.

**HAZARDOUS MATERIAL**

HAZARDOUS MATERIAL SAFETY DATA SHEET IS TO BE SUBMITTED BY THE SUCCESSFUL BIDDER AFTER THEIR RECEIPT OF THE PURCHASE ORDER AND BEFORE OR WITH THE FIRST DELIVERY. THIS SHEET WILL BE KEPT ON FILE AS A REFERENCE FOR FUTURE DELIVERIES MADE UNDER THIS CONTRACT. THIS SHEET IS MANDATED BY RI STATE LAW CHAPTER 28-21 HAZARDOUS SUBSTANCE RIGHT-TO-KNOW ACT. FAILURE TO COMPLY WITH THIS REQUEST WILL RESULT IN LOSS OF CONTRACT.