Request for Quote

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

CREATION DATE : 09-JAN-15
BID NUMBER: 7549228,1
TITLE: JANITORIAL SERVICES-POWERS BUILDING (DEPT OF ADMINISTRATION)

BLANKET START : 01-MAR-15
BLANKET END : 28-FEB-18
BID CLOSING DATE AND TIME:20-JAN-2015 02:00:00

BUYER: Cadoret, David
PHONE #: N/A

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

SHIP TO
DOA CENTRAL SERVICES
ONE CAPITOL HILL, 2ND FLOOR
SMITH ST
PROVIDENCE, RI 02908
US

Requistion Number: 1392189
Note to Bidders: THERE WILL BE A MANDATORY PRE-BID ON JANUARY 9, 2015 @10:00 AM
POWERS BUILDING
1 CAPITOL HILL
PROVIDENCE, RI

Amendment Description: THIS ADDENDUM POSTS SIGN IN SHEET FROM MANDATORY PRE BID CONFERENCE.

THIS ADDENDUM POSTS TABULATION FROM PREVIOUS BID. THIS ADDENDUM POSTS NOTES FROM THE PRE BID CONFERENCE. THIS ADDENDUM CHANGES DAY PORTER LINES TO REFLECT A DAILY RATE.

Line	Description	Quantity	Unit	Unit Price	Total
1	3/1/15 - 6/30/15 POWERS BLDG MONTHLY PRICE FOR JANITORIAL SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES	4.00	Month		
2	7/1/15 - 6/30/16 POWERS MONTHLY PRICE FOR JANITORIAL SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES	12.00	Month		
3	7/1/16 - 6/30/17 POWERS MONTHLY PRICE FOR JANITORIAL SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES	12.00	Month		
4	7/1/17 - 2/28/18 POWERS MONTHLY PRICE FOR JANITORIAL SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES	8.00	Month		
5	3/1/15 - 6/30/15 POWERS TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH), AS REQUIRED	1.00	Total		
6	7/1/15 - 6/30/16 POWERS TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH), AS REQUIRED	1.00	Total		
7	7/1/16 - 6/30/17 POWERS TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH), AS REQUIRED	1.00	Total		
8	3/1/15 - 6/30/15 SUBMIT A SEPARATE PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL, & FINISH) ON A PER SQ FT BASIS FOR ADDITIONAL STRIPPING AS REQUIRED BY THE AGENCY COORDINATOR	1.00	Square Foot		
9	7/1/15 - 6/30/16 SUBMIT A SEPARATE PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL, & FINISH) ON A PER SQ FT BASIS FOR ADDITIONAL STRIPPING AS REQUIRED BY THE AGENCY COORDINATOR	1.00	Square Foot		
10	7/1/16 - 6/30/17 SUBMIT A SEPARATE PRICE FOR	1.00	Square		

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not b ed 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

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Line	Description	Quantity	Unit	Unit Price	Total
	SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL, & FINISH) ON A PER SQ FT BASIS FOR ADDITIONAL STRIPPING AS REQUIRED BY THE AGENCY COORDINATOR		Foot		
11	7/1/17 - 2/28/18 SUBMIT A SEPARATE PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL, & FINISH) ON A PER SQ FT BASIS FOR ADDITIONAL STRIPPING AS REQUIRED BY THE AGENCY COORDINATOR	1.00	Square Foot		
12	3/1/5 - 6/30/15 SUBMIT A DAILY RATE FOR DAY PORTER SERVICES DESCRIBED UNDER SPECIAL CLEANING IN ATTACHMENT B. THIS SERVICE WILL BE ON AN AS NEEDED BASIS. BID PER DAY. PRICE WILL BE FOR ONE PERSON.	1.00	Day		
13	7/1/15 - 6/30/16 SUBMIT A DAILY RATE FOR DAY PORTER SERVICES DESCRIBED UNDER SPECIAL CLEANING IN ATTACHMENT B. THIS SERVICE WILL BE ON AN AS NEEDED BASIS. BID PER DAY. PRICE WILL BE FOR ONE PERSON.	1.00	Day		
14	7/1/16 - 6/30/17 SUBMIT A DAILY RATE FOR DAY PORTER SERVICES DESCRIBED UNDER SPECIAL CLEANING IN ATTACHMENT B. THIS SERVICE WILL BE ON AN AS NEEDED BASIS. BID PER DAY. PRICE WILL BE FOR ONE PERSON.	1.00	Day		
15	7/1/17 - 2/28/18 SUBMIT A DAILY RATE FOR DAY PORTER SERVICES DESCRIBED UNDER SPECIAL CLEANING IN ATTACHMENT B. THIS SERVICE WILL BE ON AN AS NEEDED BASIS. BID PER DAY. PRICE WILL BE FOR ONE PERSON.	1.00	Day		
16	INITIAL CLEAN UP OF BUILDING-SPECIFICATIONS TO BE PROVIDED	1.00	Total		

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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

BOND REQUIRED (PERFORMANCE & LABOR/PYT)

NO BID SURETY REQUIRED TO BE SUBMITTED WITH BID. HOWEVER, THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH PERFORMANCE AND LABOR AND PAYMENT BONDS AT TIME OF TENTATIVE CONTRACT AWARD.

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.

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 Administrtion
- 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.

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.

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.

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

January 12, 2015

ADDENDUM NUMBER ONE

RFQ # 7549228

TITLE: Janitorial Services-Powers Building

Closing Date and Time: 1/20/15 at 2:00 PM

Per the issuance of this ADDENDUM #1 (12 pages) the following is noted:

Attached is the sign in sheet from the mandatory pre bid conference held 1/9/15 at 10am.
Attached is the tabulation from the previous bid.
The buyer went over the following at the pre bid:

This is a mandatory pre bid conference

Only those vendors on the sign in sheet will be allowed to submit proposals

Bid bond is not required

Performance bond is required

There are lines provided for a day porter. Bid form has been changed to reflect a day rate. Day porter will be on an as needed basis.

Note that line 16 is for an initial clean-up of the facility. Initial clean-up includes the following:

Strip and wax all VCT flooring in the Powers Building. The areas include all break rooms and ground level hallways.

Clean the ground floor tile flooring and grout.

Strip and wax all elevator floors.

Wash all bathroom walls, partitions, and floors.

Bid all lines. If price left blank or listed as zero (0) dollars bid will be deemed non-responsive and not considered. No charge (n/c) or included (incl) is acceptable.

On lines 5-6-7 of request for quote: price listed in unit price should be a total price for services described in attachment B as floor care services. If bid as per sq. ft. price, bid will be deemed non-responsive and not considered.

Lines 8-9-10-11 should be bid as per sq. ft. price.

This bid is for services 5 days a week, Mon-Fri, 4:30PM TO 11PM. There is no requirement for number of hours to work as long as what is required under the contract is accomplished.

You are required to submit:

3 page Bidder certification form.

The request for quote with all the pricing.

Attachment C, the technical proposal.

Attachment F, the costing page worksheet.

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

January 9, 2015

ADDENDUM NUMBER ONE

RFQ # 7549228

TITLE: Janitorial Services-Powers Building

Notes from the pre bid conference:

The cafeteria is not included.

Interior and exterior of all elevators are to be wiped down and floors washed.

There is no cleaning on State Holidays or if there is a building closure (i.e. storm closures)

State Holidays are:

New Year's Day January 1*
Memorial Day Last Monday in May
Independence Day July 4*
Victory Day Second Monday in August
Labor Day First Monday in September
Columbus Day Second Monday in October
Veterans' Day November 11*
Thanksgiving Day Fourth Thursday in November
Christmas Day December 25*

*If a holiday falls on a Sunday, the day following is observed as the legal holiday
In addition every two years the State observes Election Day.

Paper products will be left to have the overnight janitorial staff restock empty dispensers each night.

There are a total of 15 bathrooms in the building.

There are four janitorial closets (one on each floor).

Vendors will be required to sign in and sign out with Capitol Police each night.

If you stock pile trash prior to throwing out please make sure it is on cardboard.

Vendor is responsible for spot cleaning rugs at night. Agency will notify vendor of location to be cleaned.

There are approximately 200 people in this building.

State of Rhode Island
Division of Purchases
One Capitol Hill
Providence, RI 02908

"MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom he/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

BID NUMBER:	7549228
BID TITLE:	JANITORIAL SERVICES-POWERS BUILDING
PRE-BID DATE AND TIME:	1/9/15 AT 10AM

Purchasing Representative:	DCADORET
Mandatory Pre-bid START TIME:	10:05
Mandatory Pre-bid END TIME:	11:00

	COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
1	State Purchasing	David Cadoret					
2	Lean II LLC	Leo Tracy	P.O. Box 28158 Prov. RI	LTracy@[illegible]	401-413-8407	401-272-5288	
3	SJ Services ~~[illegible]~~	David Shea	235 Newbury St Danvers MA 01923	dshea@SJ-services.com	978-360-1229	978-750-8159	
4	Star Building Ser	Alan Krivelow	521 ~~[illegible]~~ 02125 Columbia Rd Boston	akrivelow@SBS.com	617-877-7077	617-436-1440	
5	Milesha's Cleaning Services Inc	Sidney Silva	65 Patterson ave. Pawtucket RI 02914	tsilva956464@aol.com	(401)241-2388		
6	TNT Cleaning	Rosemarie Parisi	PO Box 62 15 Ridgehill Rd Assomet, MA	office@tntcleaningma.com	508-644-5010	508-400-4508	
7	KeeClean	Andrew Jung	2 Corporate Drive Shelton, CT 06484	services@keeclean.com	203-980-5248 203-347-2532	203-632-1004	
8	Fmm	Eddy SAEM	108 Maverick E Boston	ESAEM@fmm-inc.com	617-561-7003		
9	FMM	Lisa Fitzgerald	108 Maverick St East Boston	lfitzgerald@fmm-inc.com	617-561-7003	617-691-1594	
10	Frankfurt Best Properties	Ruben Flores-Manzan	723 Phillips Hill Rd.	rubenflores[illegible]@gmail.com	(787)672-9902	-	
11	STATE	Ronald Ricci			330-7425		
12							
13							
14							
15							

Rev: 4/30/13

** VENDOR: PLEASE SUBMIT A BUSINESS CARD IF AVAILABLE**