

Request for Quote

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

CREATION DATE : 07-MAY-15
 BID NUMBER: 7549563
 TITLE: SHUTTLE SERVICES - RHODE ISLAND COLLEGE
 BLANKET START : 31-AUG-15
 BLANKET END : 14-MAY-16
 BID CLOSING DATE AND TIME: 01-JUN-2015 10:00:00

BUYER: Mosca, Gary
 PHONE #: 401-574-8124

SHIP TO
 RIC-PURCHASING
 600 MOUNT PLEASANT AVENUE
 PROVIDENCE, RI 02908
 US

BILL TO
 RIC SPECIAL INSTRUCTIONS
 SEE BELOW
 SEE BELOW, RI N/A
 US

Requisition Number: 1413346

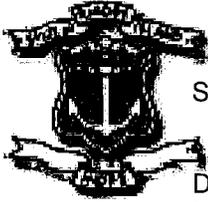
Note to Bidders: Questions concerning this solicitation may be emailed to doa.purquestions3@purchasing.ri.gov no later than 5/18/15 @ 3:00 PM (ET). Questions should be submitted in a Microsoft word attachment. Please reference the RFQ # on all correspondence. Questions received if any, will be posted on the internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

Line	Description	Quantity	Unit	Unit Price	Total
1	SHUTTLE SERVICES - PERIOD: AUGUST 31,2015 - MAY 14, 2016 WITH A TWO (2) YEAR OPTION TO RENEW - RHODE ISLAND COLLEGE - 1 HANDICAP ACCESSIBLE VAN THAT CARRIES NO LESS THAN 15 PASSENGERS AS PER ATTACHED SPECIFICATIONS	1.00	Day		

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
Providence, RI 02908-5855

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

Solicitation No. 7549563

SHUTTLE SERVICE SPECIFICATIONS

CONTRACT PERIOD: AUGUST 31, 2015 – MAY 14, 2016

WITH AN OPTION TO RENEW FOR TWO (2) YEARS.

The successful vendor will be responsible for safely shuttling students around a determined campus loop at RIC beginning at 7:30 AM at The Keefe Transportation Center, making approximately 11 stops that may be adjusted on student usage and needs in a 20 minute cycle. The vendor will be required to utilize (1) vehicle that carries no less 15 passengers. The van used must meet RI Handicap Accessibility standards. Drivers must be ADA trained and provide proof of training with the bid proposal if applicable per law.

The successful vendor must provide a vehicle that meets all current and applicable Rhode Island rules, regulations, and laws. The vehicle is to be in good condition and must at all times allow for loading from the sidewalk. The vehicle must be no older than 5 model years old. Maintenance records must be made available for inspection at the request of the Director of Public Safety and Campus Police. These requests will only be made for cause. This vehicle will be required to be clearly recognizable and have a placard in the front window that contains the words "RIC SHUTTLE", making it visible to the public. It will be the responsibility of the successful vendor to ensure that the operator of this shuttle possess a valid Rhode Island Chauffeur's license and/or any other permits that may be required by the State of Rhode Island. Proof of liability insurance is required. Additionally, it will be the responsibility of the successful vendor to ensure that all of their employees that will have contact with members of the college community will have been thoroughly screened to include, but not be limited to, criminal background and drug tests.

The successful vendor will furnish their drivers with two-way radios or cell phones to communicate with the RIC Campus Police officers on duty as well as between the vans. The frequency will be furnished by RIC Campus Police. Programming of the radios will be at the cost of the vendor awarded the bid.

The vehicle that will be utilized will include the TransLoc GPS/Vehicle Tracking hardware to allow patrons to utilize a Mobile App for real time shuttle information and tracking.

This service will be for the period of **August 31, 2015 – May 14, 2016** excluding holidays, winter break, and spring break per Rhode Island College's academic calendar attached. The hours of operation are from 7:30 AM to 10:00 PM Monday through Thursday during the academic year as well as from 7:30 AM to 12:30 PM (Afternoon) on Fridays. Transportation off campus pickup/drop off to local market/pharmacy within 1 mile of the campus during the final hour of shuttle service Monday – Thursday (schedule permitting). It will be the vendor's employee's responsibility to physically check in with RIC Campus Police at the beginning and end of each shift. These drivers will be in uniform which will clearly identify them as an employee of the company winning this bid.

PROPOSAL AMOUNT: \$ _____ UNIT PRICE PER DAY PER VEHICLE –
(1 VEHICLE NEEDED PER DAY)

**PLEASE PROVIDE THE MAKE/MODEL AND TYPE OF SHUTTLE AS WELL AS THE
REGISTRATION # AND STATE THAT THE VEHICLE IS REGISTERED.**

Make: _____

Model: _____

Shuttle type: _____

Registration number: _____

State Vehicle is registered in: _____

PLEASE RETURN THIS WITH YOUR BID

End.



RHODE ISLAND COLLEGE

A-Z Employment MyRIC Online Services Web Mail

ABOUT RIC ACADEMICS ADMISSIONS ALUMNI & DONORS ATHLETICS & RECREATION CAMPUS LIFE LIBRARY PERFORMING & FINE ARTS

ACADEMICS

[Academic Calendar](#)

[Undergraduate Majors & Programs](#)

[Graduate Degrees & Certificates](#)

[Catalog, Course Bulletin, & Publications](#)

[Faculty Directory](#)

[General Education](#)

[Initiatives & Partnerships](#)

[Schools, Departments & Programs](#)

[Special Academic Programs](#)

[Info Sessions for New Non-Degree Students](#)

[RIC > Academics](#)

Academic Calendar

2015 – 2016

This calendar shows academic events of note for the college campus. Please visit the [administrative calendar](#) for administrative information.

▸ [Academic Calendar 2014 – 2015](#)

FALL SEMESTER 2015

August

- 17 Monday New transfer student orientation begins
- 20 Thursday Fall registration begins for non-degree students
- 26 Wednesday Opening Coffee Hour
- 28 Friday Fall waiver registration for disabled veterans, National Guard (STEP Program), senior citizens, and students with unemployment waivers
- 31 Monday Fall classes begin

September

- 2 Wednesday First-Year Convocation
- 7 Monday Labor Day (college closed, library closed)
- 14 Monday Last day for adding courses or dropping a course without a charge

October

- 12 Monday Columbus Day (college closed, library open—holiday hours)
- 13 Tuesday Monday classes meet
- 26 Monday Spring registration begins for degree candidates
- 28 Wednesday Midsemester grades due by noon

November

- 2 Monday Spring/Early Spring registration begins for degree candidates
- 4 Wednesday Last day to withdraw from courses without permission



Wednesday
RHODE ISLAND COLLEGE
 Thursday
 Veterans Day (College closed - library open--holiday hours)
 Providence, RI 02908
 (401) 456-8000
 Thanksgiving recess begins
www.ric.edu
[Site Map](#) · [Disclaimer](#)

[Faculty/Staff Directory](#)

[Department Directory](#)

[Campus Map](#)

30 Monday Classes resume: Early Spring registration begins for nondegree students (contact Records office)

December

- 5 Saturday Emergency make-up day (if needed and so designated by administration)
- 12 Saturday Fall semester classes end
- 14 Monday Final examinations begin
- 19 Saturday Final examinations end
- 21 Monday Snow date for final examinations
- 25 Friday Christmas Day (college closed, library closed)

EARLY SPRING 2016

28 Monday Grades due by noon; Early Spring classes begin

SPRING SEMESTER 2016

January

- 1 Friday New Year's Day (college closed, library closed)
- 11 Monday New student orientation begins
- 13 Wednesday Spring registration begins for non-degree students
- 15 Friday Early Spring classes end; Spring waiver registration for disabled veterans, National Guard (STEP Program), senior citizens, and students with unemployment waivers
- 18 Monday Martin Luther King, Jr. Day (college closed, library closed)
- 19 Tuesday Spring classes begin

February

- 1 Monday Last day for adding courses or dropping a course without a charge
- 15 Monday President's Day (classes will be held)
- 22 Monday Summer registration begins for degree students
- 29 Monday Summer registration begins for non-degree students

March

7 Monday Spring recess begins

- 14 Monday Classes resume
- 23 Wednesday Midsemester grades due
- 30 Wednesday Last day to withdraw from courses without permission

April

- 4 Monday Fall registration begins
- 27 Wednesday Cap and Gown Convocation
- 30 Saturday Emergency make up day (if needed and so designated by administration)

May

- 2 Monday Spring semester classes end
- 3 Tuesday Final examinations begin
- 9 Monday Final examinations end
- 10 Tuesday Grades due by 4pm for degree recipients
- 11 Wednesday All other grades due by 4pm
- 12 Thursday Graduate Commencement
- 13 Friday Summer Session I waiver registration for disabled veterans, National Guard (STEP Program), senior citizens, and students with unemployment waivers
- 14 Saturday Undergraduate Commencement

SUMMER SESSIONS 2016

- 16 Monday Summer Session I begins
- 20 Friday Last day for adding courses or dropping a course without a charge (Summer Session I)
- 30 Monday Memorial Day (college closed, library closed)

June

- 24 Friday Summer Session I ends; Summer Session II waiver registration for disabled veterans, National Guard (STEP Program), senior citizens, and students with unemployment waivers
- 27 Monday Summer Session II begins

July

- 4 Monday Independence Day (college closed, library closed)
- 5 Tuesday Last day for adding or dropping courses without a charge (Summer Session II)

August

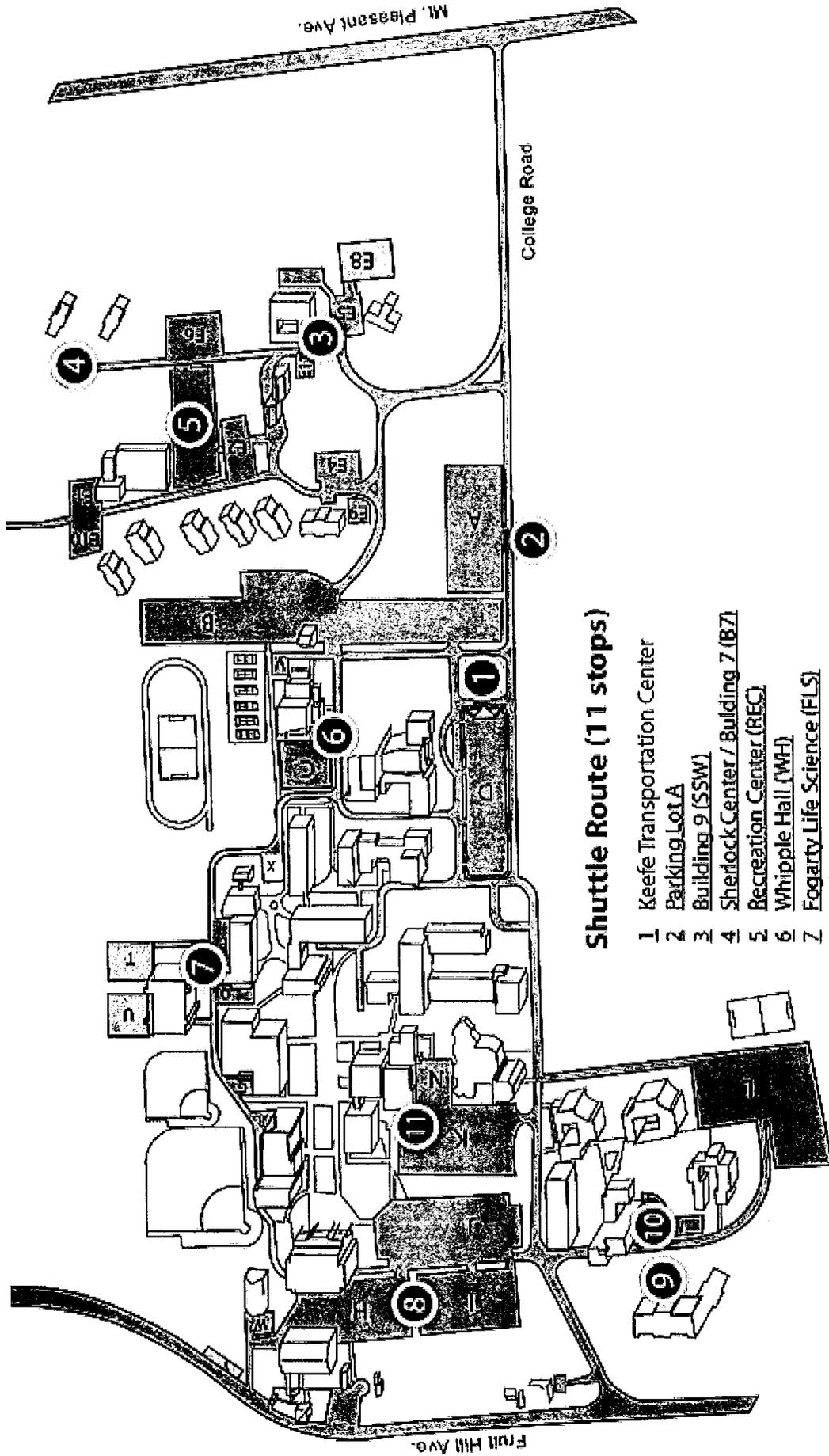
- | | | |
|---|--------|--|
| 5 | Friday | Summer Session II ends |
| 8 | Monday | Victory Day (college closed, library closed) |

*NOTE: Calendar subject to change
PEC Approved - 06/17/14*



This page contains content in PDF format. You must have the [Adobe Acrobat Reader](#) to view this content, [click here](#) to download it for free.

Page last updated: August 26, 2014



Shuttle Route (11 stops)

- 1 Keefe Transportation Center
- 2 Parking Lot A
- 3 Building 9 (SSW)
- 4 Sherlock Center / Building 7 (B7)
- 5 Recreation Center (REC)
- 6 Whipple Hall (WH)
- 7 Fogarty Life Science (FLS)
- 8 Parking Lot H/I
- 9 New Residence Hall (NRH)
- 10 Browne Residence Hall (BH) / Security & Safety / Health Services
- 11 Student Union (SU) / Donovan Dining Center (DDC)

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordered during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

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

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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.

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