



Request for Quote

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

CREATION DATE : 04-JUN-15
BID NUMBER: 7549609,1
TITLE: JANITORIAL SERVICES-DEPT OF LABOR AND TRAINING

BLANKET START : 01-JUL-15
BLANKET END : 30-JUN-16
BID CLOSING DATE AND TIME: 16-JUN-2015 10:30:00

BUYER: Cadoret, David
PHONE #: N/A

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

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 DLT - STOCKROOM
 BLDG. 69 GROUND
 1511 PONTIAC AVENUE
 CRANSTON, RI 02920
 US

Requisition Number: 1409113

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

Line	Description	Quantity	Unit	Unit Price	Total
1	THERE WILL BE A MANDATORY PRE-BID CONFERENCE TO BE HELD ON: JUNE 4, 2015 AT 1:00 PM THE DEPARTMENT OF LABOR AND TRAINING. 1511 PONTIAC AVENUE BUILDING 73-1 CRANSTON, RI MEET A FIRST FLOOR CAFETERIA 7/1/15-6/30/16 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE MONTHLY SERVICES	12.00	Month		
2	7/1/15-6/30/16 SEMI ANNUAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS SPRAY AND MACHINE POLISH ALL OTHER NON-CARPETED AREAS (ITEM #32)	2.00	Semiannual		
3	7/1/15-6/30/16 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL AND FINISH) AS REQUIRED	2.00	Semiannual		
4	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		
5	OPTIONAL 7/1/16-6/30/17 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE MONTHLY SERVICES	12.00	Month		
6	OPTIONAL 7/1/16-6/30/17 SEMI ANNUAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS SPRAY AND MACHINE POLISH ALL OTHER NON-CARPETED AREAS (ITEM #32)	2.00	Semiannual		
7	OPTIONAL 7/1/16-6/30/17 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL AND FINISH) AS REQUIRED	2.00	Semiannual		
8	7/1/16-6/30/17 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	OPTIONAL 7/1/17-6/30/18 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS	12.00	Month		

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



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	ROUTINE MONTHLY SERVICES				
10	OPTIONAL 7/1/17-6/30/18 SEMI ANNUAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS SPRAY AND MACHINE POLISH ALL OTHER NON-CARPETED AREAS (ITEM #32)	2.00	Semiannual		
11	OPTIONAL 7/1/17-6/30/18 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL AND FINISH) AS REQUIRED	2.00	Semiannual		
12	7/1/17-6/30/18 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		

Delivery: _____

Terms of Payment: _____

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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

June 4, 2015

ADDENDUM NUMBER ONE

RFQ # 7549609

TITLE: Janitorial Services-Dept of Labor and Training

Closing Date and Time: 06/16/15 at 10:30 AM

Per the issuance of this ADDENDUM #1 (3 pages) the following is noted:

This addendum posts sign in sheet from mandatory pre bid held 6/4/15 at 1pm.

As noted by buyer:

-This is a mandatory pre bid conference.

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

-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 3-4, 7-8, 11-12 on 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. *(Line numbers are a correction from what is identified on additional information page 1 in original bid specifications)*

-On lines 5,9 and 13 of request for quote: price listed in unit price should be a PER SQ FT price for services described in attachment B as floor care services. If bid as A TOTAL PRICE, bid will be deemed non-responsive and not considered. *(Line numbers are a correction from what is identified on additional information page 1 in original bid specifications)*

-Bid bond is/not required

-Performance bond is/not required

-There is no existing contract for this facility. Inmates will continue to act as day porters.

-This bid is for services for one year with options to renew for 2 additional years.

-Cleaning is to be done after 4pm on Friday and before 7am on Monday.

-There are only monthly tasks and semiannual tasks to be performed.

Need to submit:

-Bidder certification form (3 pages)

-Request for Quote filled out completely

-Attachment C

-Attachment F



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

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Website: www.purchasing.ri.gov

June 4, 2015
ADDENDUM NUMBER ONE
RFQ # 7549609

TITLE: Janitorial Services-Dept of Labor and Training

Notes from pre bid conference:

No janitorial equipment/supplies can be left on location.

Awarded vendor will be given some type of access code/card, etc.

There are normally no employees in the buildings. On the rare occasions there is going to be people in the buildings the vendor will be notified.

Stripping/waxing will be coordinated with agency representative and will be spread out over the year.

When cleaning stairwells they should be cleaned down to the basement level. There is no work to be done in the basement.

Add cleaning of "Grand" staircase (wooden) as pointed out in pre bid.

There is no cleaning of refrigerators included in this bid.

Building 73-3 and 73-2: Add small break room at end of floor.

Building 73-1: Include sitting area of cafeteria (not the kitchen). This is where pre bid started.



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: 7549609
 BID TITLE: JANITORIAL SERVICES-DLT
 PRE-BID DATE AND TIME: 6/4/15 AT 1PM

Purchasing Representative:
 DCADORET
 Mandatory Pre-bid START TIME:
 1.05
 Mandatory Pre-bid END TIME:
 1.15

COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
1 STATE PURCHASING	DAN CADORET					
2 GRACES	Yolvia Jakubiec					
3 Grogynabalski						
4 MARINS MAINT.	BOB BIZIER					
5 TFCLEANING	TONY ROYAL					
6 GOS	John Lewis					
7 STATE OCT	Ed TETENEC					
8 Partnersolutions	heonards souz					
9						
10						
11						
12						
13						
14						
15						

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.

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 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.

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.