



# Request for Quote

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

CREATION DATE : 26-MAY-15  
BID NUMBER: 7549611  
TITLE: Chemical Services & Testing for the treatment of the Water Cooling Towers at URI

BLANKET START : 01-JUL-15  
BLANKET END : 30-JUN-18  
BID CLOSING DATE AND TIME: 16-JUN-2015 11:30:00

BUYER: Ohara 2nd, John F  
PHONE #: 401-574-8125

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URI ACCOUNTS PAYABLE  
CARLOTTI ADMINISTRATION BLDG  
75 LOWER COLLEGE ROAD, SUITE 1  
KINGSTON, RI 02881  
US

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URI FACILITIES RECEIVING  
ATTN: SEE BELOW  
SHERMAN BLDG  
KINGSTON, RI 02881  
US

Requisition Number: 1414949

Line	Description	Quantity	Unit	Unit Price	Total
1	Blanket Requirement: July 1, 2015 - June 30, 2018 7/1/15-6/30/18 Chemical Services and Testing for the treatment of Water Cooling Towers at URI. Vendor must complete the attached spreadsheet.	1.00	Total		

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

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
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**GROUP PURCHASING ORGANIZATIONS (GPO):**  
**THE UNIVERSITY OF RHODE ISLAND IS A MEMBER OF THE FOLLOWING:**  
 1) Educational & Institutional Cooperative Purchasing (E&I)  
 2) Provista

IF THIS IS A MULTI-YEAR BID/CONTRACT. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE UNIVERSITY. TERMINATION MAY BE EFFECTED BY THE UNIVERSITY BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE UNIVERSITY 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 AND SUBJECT TO AVAILABILITY OF FUNDS.

DELIVERY AS REQUESTED

**BLANKET REQUIREMENTS: 07/01/15 - 06/30/16**  
 PROVIDE ALL NECESSARY CHEMICALS, SERVICE AND TESTING FOR THE TREATMENT OF WATER COOLING AIR CONDITIONING TOWERS AT THE UNIVERSITY OF RHODE ISLAND AND THE LOOP SYSTEMS

NOTICE TO VENDOR: RHODE ISLAND LAW REQUIRES THAT AN MSDS BE PROVIDED FOR EACH PRODUCT CONTAINING HAZARDOUS CHEMICALS AS DEFINED BY OSHA AND RHODE ISLAND REGULATIONS. PLEASE INCLUDE A COPY WITH THE SHIPMENT AND SEND AN ADDITIONAL COPY TO THE DIRECTOR, DEPARTMENT OF SAFETY AND RISK, 177 PLAINS ROAD, KINGSTON, RI 02881

1	<b>PART I: TO BE BILLED MONTHLY:</b> SPECIFICATIONS FOR CHEMICALS, SERVICE, AND TESTING FOR THE TREATMENT ON AIR-CONDITIONING COOLING TOWERS LOCATED AT VARIOUS LOCATIONS THROUGHOUT THE UNIVERSITY OF RHODE ISLANDS CAMPUSES.  THE VENDOR WILL PROVIDE LABOR, MATERIALS, AND EQUIPMENT TO PROVIDE WATER TREATMENT CHEMICALS TO AIR-CONDITIONING COOLING TOWERS AT THE FOLLOWING LOCATIONS AT URI (NOTE THAT THE CBLS AND COP FACILITIES ARE OPERATED YEAR ROUND AND WILL REQUIRE 2 ANNUAL CLEANINGS, 2 DISINFECTIONS AND MONTHLY CHECKS. OTHER BUILDINGS WILL BE ADDED AS THEY ARE BUILT AND COMPLETED. (2) LIBRARY (1) WHITE HALL (1) BALLENTINE HALL (2) CBLS COLLEGE BIO-LIFE SCIENCES (1) CHAFEE HALL (1) FORGARTY HALL (1) COASTAL FACILITY (1) WELDIN/BARLOW (1) SWAN HALL (2) COP - COLLEGE OF PHARMACY	12	MO		
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THE VENDOR WILL PROVIDE:  
 \* ONCE A MONTH SERVICE CALLS  
 \* SIGNED FIELD REPORTS WITH SPECIFIC TREATMENT AND APPLICATION  
INSTRUCTIONS:  
 \* ONCE PER MONTH LAB ANALYSIS FOR ALL SYSTEMS TO INCLUDE:  
 PH  
 ALKALINITY  
 TDS (SOLIDS)  
 CHLORIDES  
 INHIBITORS

ALL UNITS ARE TO BE TESTED FOR LEGIONELLA EVERY EIGHT (8) WEEKS AND PROVIDE APPROPRIATE TREATMENT AS NEEDED.

THE VENDOR WILL PROVIDE THE FOLLOWING CHEMICALS TO SERVICE THE

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
	<p>UNITS FROM MAY 15TH THROUGH OCTOBER 15TH (WITH THE EXCEPTION OF THE COASTAL INSTITUTE WHICH WILL REQUIRE YEAR-ROUND TREATMENT):</p> <p>CORROSION INHIBITOR (GCT 26)</p> <p>ANTI-FOULANT (POLYMER 5)</p> <p>ALGAECIDE (ULTRA 1611)</p> <p>THE VENDOR IS RESPONSIBLE FOR IMPLEMENTING A COOLING TOWER PROGRAM THAT CONSISTS OF MECHANICALLY CLEANING AND DISINFECTION OF THE COOLING TOWER, THE FOLLOWING PROCEDURE IS TO BE INCLUDED, BUT NOT LIMITED TO THE PROGRAM:</p> <p>1-ADDING DISINFECTANT CLEANER TO PROVIDE 50-PPM CHLORINE.</p> <p>2-CIRCULATE 24 HOURS AND MAINTAIN 10-PPM CHLORINE.</p> <p>3-DRAIN AND FLUSH THE SYSTEM.</p> <p>4-REPEAT STEPS 1 THROUGH 3 FOR LEGIONELLA CONTAMINATED SYSTEMS</p> <p>5-MECHANICALLY CLEAN THE COOLING TOWER WITH PRESSURE WASHER.</p> <p>6-ANALYSIS OF THE COOLING TOWER WATER TO VERIFY DISINFECTION.</p> <p>7-RE-PASSIVATE THE SYSTEM WITH THE APPROPRIATE CORROSION CONTROL CHEMICALS. (NOTE: IF THE COOLING TOWER IS USED YEAR ROUND, REPEAT STEPS 1 THROUGH 7 EVERY SIX (6) MONTHS).</p> <p>8-THE SYSTEM IS TO BE TREATED WITH A BIO-FILM REMOVER.</p> <p>THE VENDOR IS RESPONSIBLE FOR SUPPLYING THE UNIVERSITY WITH ALL APPROPRIATE MSDS DOCUMENTATION.</p> <p>THE VENDOR IS RESPONSIBLE FOR DISPOSING OF ALL WASTE ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES.</p>				
2	<p>PART II; THE FOLLWING CLOSED LOOP SYSTEMS ARE TO BE SERVICED QUARTERLY (EVERY 3 MONTHS).</p> <p>CLOSED LOOP SYSTEM: PROVIDE ALL THE NECESSARY CHEMICAL TREATMENTS, TESTING, AND CONSULTING SERVICES TO CONTROL CORROSION, SCALE AND MICRO-BIOLOGICAL GROWTH ON ALL HEAT TRANSFER EQUIPMENT AND ASSOCIATED SYSTEMS.</p>				
2A	- COASTAL	4	Qtr.	_____	_____
2B	- WELDIN	4	Qtr.	_____	_____
2C	- BARLOW	4	Qtr.	_____	_____
2D	- MULTICULTURAL	4	Qtr.	_____	_____
2E	- SWAN	4	Qtr.	_____	_____
2F	- BALLENTINE	4	Qtr.	_____	_____
2G	- GARRAHY/WILEY	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
2H	- EDDY	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
2I	- HILLSIDE	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
3	SOLAR HOT WATER SYSTEM	1	Yearly	_____	_____
	- HILLSIDE				
	- TOTAL CHANGE OUT & REPLACEMENT OF SOLAR HOT WATER GLYCHOL LOOP				
4	OTHER RELATED REPAIRS TO SYSTEM AS REQUIRED TO BE BILLED ON AN HOURLY RATE BASIS. NO TRAVEL TIME; ON THE JOB ONLY.	50	Hours	_____	_____

**BLANKET REQUIREMENTS: 07/01/16 - 06/30/17**

PROVIDE ALL NECESSARY CHEMICALS, SERVICE AND TESTING FOR THE TREATMENT OF WATER COOLING AIR CONDITIONING TOWERS AT THE UNIVERSITY OF RHODE ISLAND AND THE LOOP SYSTEMS

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
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NOTICE TO VENDOR: RHODE ISLAND LAW REQUIRES THAT AN MSDS BE PROVIDED FOR EACH PRODUCT CONTAINING HAZARDOUS CHEMICALS AS DEFINED BY OSHA AND RHODE ISLAND REGULATIONS. PLEASE INCLUDE A COPY WITH THE SHIPMENT AND SEND AN ADDITIONAL COPY TO THE DIRECTOR, DEPARTMENT OF SAFETY AND RISK, 177 PLAINS ROAD, KINGSTON, RI 02881

5 **PART I: TO BE BILLED MONTHLY:**

12 MO

SPECIFICATIONS FOR CHEMICALS, SERVICE, AND TESTING FOR THE TREATMENT ON AIR-CONDITIONING COOLING TOWERS LOCATED AT VARIOUS LOCATIONS THROUGHOUT THE UNIVERSITY OF RHODE ISLANDS CAMPUSES.

THE VENDOR WILL PROVIDE LABOR, MATERIALS, AND EQUIPMENT TO PROVIDE WATER TREATMENT CHEMICALS TO AIR-CONDITIONING COOLING TOWERS AT THE FOLLOWING LOCATIONS AT URI (NOTE THAT THE CBLS AND COP FACILITIES ARE OPERATED YEAR ROUND AND WILL REQUIRE 2 ANNUAL CLEANINGS, 2 DISINFECTIONS AND MONTHLY CHECKS. OTHER BUILDINGS WILL BE ADDED AS THEY ARE BUILT AND COMPLETED.

(2) LIBRARY

(1) WHITE HALL

(1) BALLENTINE HALL

(2) CBLS COLLEGE BIO-LIFE SCIENCES

(1) CHAFEE HALL

(1) FORGARTY HALL

(1) COASTAL FACILITY

(1) WELDIN/BARLOW

(1) SWAN HALL

(2) COP - COLLEGE OF PHARMACY

THE VENDOR WILL PROVIDE:

\* ONCE A MONTH SERVICE CALLS

\* SIGNED FIELD REPORTS WITH SPECIFIC TREATMENT AND APPLICATION

INSTRUCTIONS:

\* ONCE PER MONTH LAB ANALYSIS FOR ALL SYSTEMS TO INCLUDE:

PH

ALKALINITY

TDS (SOLIDS)

CHLORIDES

INHIBITORS

ALL UNITS ARE TO BE TESTED FOR LEGIONELLA EVERY EIGHT (8) WEEKS AND PROVIDE APPROPRIATE TREATMENT AS NEEDED.

THE VENDOR WILL PROVIDE THE FOLLOWING CHEMICALS TO SERVICE THE UNITS FROM MAY 15TH THROUGH OCTOBER 15TH (WITH THE EXCEPTION OF THE COASTAL INSTITUTE WHICH WILL REQUIRE YEAR-ROUND TREATMENT):  
CORROSION INHIBITOR (GCT 26)  
ANTI-FOULANT (POLYMER 5)  
ALGAECIDE (ULTRA 1611)

THE VENDOR IS RESPONSIBLE FOR IMPLEMENTING A COOLING TOWER PROGRAM THAT CONSISTS OF MECHANICALLY CLEANING AND DISINFECTION OF THE COOLING TOWER, THE FOLLOWING PROCEDURE IS TO BE INCLUDED, BUT NOT LIMITED TO THE PROGRAM:

- 1-ADDING DISINFECTANT CLEANER TO PROVIDE 50-PPM CHLORINE.
- 2-CIRCULATE 24 HOURS AND MAINTAIN 10-PPM CHLORINE.
- 3-DRAIN AND FLUSH THE SYSTEM.
- 4-REPEAT STEPS 1 THROUGH 3 FOR LEGIONELLA CONTAMINATED SYSTEMS
- 5-MECHANICALLY CLEAN THE COOLING TOWER WITH PRESSURE WASHER.
- 6-ANALYSIS OF THE COOLING TOWER WATER TO VERIFY DISINFECTION.
- 7-RE-PASSIVATE THE SYSTEM WITH THE APPROPRIATE CORROSION

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
	CONTROL CHEMICALS. (NOTE: IF THE COOLING TOWER IS USED YEAR ROUND, REPEAT STEPS 1 THROUGH 7 EVERY SIX (6) MONTHS). 8-THE SYSTEM IS TO BE TREATED WITH A BIO-FILM REMOVER.				
	THE VENDOR IS RESPONSIBLE FOR SUPPLYING THE UNIVERSITY WITH ALL APPROPRIATE MSDS DOCUMENTATION.				
	THE VENDOR IS RESPONSIBLE FOR DISPOSING OF ALL WASTE ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES.				
6	PART II; THE FOLLWING CLOSED LOOP SYSTEMS ARE TO BE SERVICED QUARTERLY (EVERY 3 MONTHS).				
	CLOSED LOOP SYSTEM: PROVIDE ALL THE NECESSARY CHEMICAL TREATMENTS, TESTING, AND CONSULTING SERVICES TO CONTROL CORROSION, SCALE AND MICRO-BIOLOGICAL GROWTH ON ALL HEAT TRANSFER EQUIPMENT AND ASSOCIATED SYSTEMS.				
6A	- COASTAL	4	Qtr.	_____	_____
6B	- WELDIN	4	Qtr.	_____	_____
6C	- BARLOW	4	Qtr.	_____	_____
6D	- MULTICULTURAL	4	Qtr.	_____	_____
6E	- SWAN	4	Qtr.	_____	_____
6F	- BALLENTINE	4	Qtr.	_____	_____
6G	- GARRAHY/WILEY	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
6H	- EDDY	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
6I	- HILLSIDE	2	Yearly	_____	_____
	- SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON				
7	SOLAR HOT WATER SYSTEM	1	Yearly	_____	_____
	- HILLSIDE				
	- TOTAL CHANGE OUT & REPLACEMENT OF SOLAR HOT WATER GLYCHOL LOOP				
8	OTHER RELATED REPAIRS TO SYSTEM AS REQUIRED TO BE BILLED ON AN HOURLY RATE BASIS. NO TRAVEL TIME; ON THE JOB ONLY.	50	Hours	_____	_____

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INSTRUCTIONS:

- \* ONCE PER MONTH LAB ANALYSIS FOR ALL SYSTEMS TO INCLUDE:
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- TDS (SOLIDS)
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ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
	3-DRAIN AND FLUSH THE SYSTEM. 4-REPEAT STEPS 1 THROUGH 3 FOR LEGIONELLA CONTAMINATED SYSTEMS 5-MECHANICALLY CLEAN THE COOLING TOWER WITH PRESSURE WASHER. 6-ANALYSIS OF THE COOLING TOWER WATER TO VERIFY DISINFECTION. 7-RE-PASSIVATE THE SYSTEM WITH THE APPROPRIATE CORROSION CONTROL CHEMICALS. (NOTE: IF THE COOLING TOWER IS USED YEAR ROUND, REPEAT STEPS 1 THROUGH 7 EVERY SIX (6) MONTHS). 8-THE SYSTEM IS TO BE TREATED WITH A BIO-FILM REMOVER.				
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10A	- COASTAL	4	Qtr.	_____	_____
10B	- WELDIN	4	Qtr.	_____	_____
10C	- BARLOW	4	Qtr.	_____	_____
10D	- MULTICULTURAL	4	Qtr.	_____	_____
10E	- SWAN	4	Qtr.	_____	_____
10F	- BALLENTINE	4	Qtr.	_____	_____
10G	- GARRAHY/WILEY - SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON	2	Yearly	_____	_____
10H	- EDDY - SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON	2	Yearly	_____	_____
10I	- HILLSIDE - SERVICE TO START AT THE BEGINNING OF COOLING SEASON AND THE BEGINNING OF THE HEATING SEASON	2	Yearly	_____	_____
11	SOLAR HOT WATER SYSTEM - HILLSIDE - TOTAL CHANGE OUT & REPLACEMENT OF SOLAR HOT WATER GLYCHOL LOOP	1	Yearly	_____	_____
12	OTHER RELATED REPAIRS TO SYSTEM AS REQUIRED TO BE BILLED ON AN HOURLY RATE BASIS. NO TRAVEL TIME; ON THE JOB ONLY.	50	Hours	_____	_____

OPERATIONAL PROCEDURES

- All vendors will report to the Sherman Building, 523 Plains Rd., between the of 7:30am and 4:00pm (ph.# 401-874-4060). Vendors will check in at the Maintenance Control Center (MCC) and sign out a key packet. Picture ID will be required at time of sign out as well as the service tech's contact phone number.
- Vendor will fill out a time card with company name, technician name, job location with URI work order number, punch in/out at the Sherman Building time clock. Only hours on the timecard will be paid.
- Vendor will notify requesting Facilities Supervisor of arrival. Vendor will contact requesting Supervisor upon completion of work and leave a detailed field service slip with Supervisor describing work performed, parts used and any remaining action necessary. URI work order# must be on service slip and hours on field service slip must match timecard. Key packet will be turned daily
- No parking on any grassy surfaces, handicap spots, fire lanes or on sidewalks. Service vehicles must have appropriate signage/labeling.
- Vendor will send (2) service technician unless prior arrangements have been made with University Management.

KEY PACKETS

- Key packets are available in the Control Center for vendor use only. They are signed out and returned daily. No exceptions.
- Keys lost or misplaced are the sole responsibility of the vendor affected. The

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
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vendor will assume all costs associated with any and all lost keys.

- Key packs in use after 4:00pm will need to be called in to the Control Center (ph.# 401-874-4060) and explained as to why the keys will be late. Late keys will be returned to the mail slot outside the Control Center daily. No keys will be held outside of working hours without management authorization.

PROPER ATTIRE

- On site technicians are to be properly attired. No tank tops, sleeveless shirts, hats with anything other than vendor company logo will be allowed. Shirts will contain company logo, or a company identification badge shall be clearly displayed and be available for inspection at any time.
- No sunglasses will be worn inside any building.
- Pants will be properly secured at the waist.
- Safety Shoes are required
- No smoking in or within 50 feet of any University Of Rhode Island building.

**Contract Terms and Conditions**

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**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**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.

**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.

**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.

**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.

#### **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 ordering 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

#### **CHARGES PERMITTED**

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.

#### **WORK ORDER LIMITATIONS**

IN NO EVENT WILL ANY INDIVIDUAL WORK ORDER EXCEED \$5,000.00 WITHOUT PRIOR APPROVAL OF THE OFFICE OF PURCHASES.

#### **HOURLY RATE SPECIFICS**

BIDDERS ARE ADVISED THE AWARD WILL BE BASED ON EITHER REGULAR, STRAIGHT-TIME HOURLY RATES OR A PERIODIC RATE SUCH AS 500 HOURS, MONTHLY OR ANNUALLY, DEPENDING ON THE SPECIFIC REQUIREMENTS OF A PARTICULAR BID. KEEP IN MIND THAT OVERTIME RATES, DISCOUNTS, AND OTHER MISCELLANEOUS PRICE-RELATED ITEMS ARE REQUIRED FOR INFORMATIONAL PURPOSES ONLY. OVERTIME RATE IS TO BE PAID IN ACCORDANCE WITH THE PROVISIONS OF THE RI DEPARTMENT OF LABOR AND TRAINING, EMPLOYER HANDBOOK. EMPLOYEES ARE TO BE COMPENSATED AT TIME AND ONE-HALF THE APPLICABLE PREVAILING WAGE RATE. OVERTIME RATES EXCEEDING ONE AND ONE HALF TIMES THE REGULAR HOURLY RATES FOR MONDAY THROUGH SATURDAY AND EXCEEDING TWO TIMES THE REGULAR RATE FOR SUNDAYS AND HOLIDAYS MAY BE GROUNDS FOR DISQUALIFICATION OF THE BID.

**HOURS - BIDDING PURPOSES**

HOURS INDICATED ARE ESTIMATED QUANTITIES FOR BIDDING PURPOSES ONLY.

**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.