

Request for Quote

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

CREATION DATE : 08-JUN-15
 BID NUMBER: 7549652
 TITLE: STREET SWEEPER REPAIRS - MPA #63
 BLANKET START : 01-JUL-15
 BLANKET END : 30-JUN-18
 BID CLOSING DATE AND TIME: 29-JUN-2015 10:30:00

BUYER: Hill, Lisa
 PHONE #: 401-574-8118

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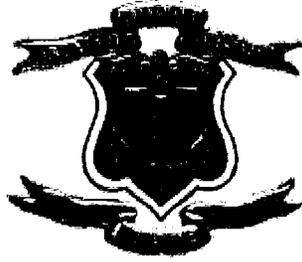
Requisition Number:

| Line | Description | Quantity | Unit | Unit Price | Total |
|------|--|----------|------|------------|-------|
| 1 | 7/1/15 - 6/30/18 HOURLY LABOR RATE (SHOP RATE), STRAIGHT TIME | 1.00 | Hour | | |
| 2 | 7/1/15 - 6/30/18 HOURLY LABOR RATE (ROAD RATE), STRAIGHT TIME | 1.00 | Hour | | |
| 3 | 7/1/15 - 6/30/18 FLAT RATE FOR PM SERVICE AS DESCRIBED IN ATTACHED SPECIFICATIONS | 1.00 | Each | | |
| 4 | 7/1/15 - 6/30/18 FLAT RATE FOR PICK UP OR DLEIVERY (TO AND FROM) BIDDERS ARE REQUIRED TO PROVIDE A DISCOUNT FROM CATALOG LIST PRICE FOR PARTS AS MAY BE REQUIRED. PERCENT DISCOUNT FROM OEM CATALOG OF PARTS _____% (MINIMUM 20% ACCEPTABLE DISCOUNT) PERCENT DISCOUNT FROM NON-OEM CATALOG OF PARTS _____% | 1.00 | Each | | |

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
DIVISION OF PURCHASES
SOLICITATION NO. 7549652

STREET SWEEPER REPAIRS
MASTER PRICE AGREEMENT #63

EFFECTIVE PERIOD: 7/1/15-6/30/18 WITH OPTION TO RENEW FOR ONE ADDITIONAL YEAR

The Rhode Island Department of Administration's Division of Purchases, on behalf of the Department of Transportation (RIDOT) Maintenance Division, is soliciting bids from qualified firms to provide preventative maintenance, diagnostic and repair services for the current fleet of Elgin Pelican sweepers and vector trucks.

CONTRACT PERIOD:

Contracts will be effective from 7/1/15 through 6/30/18 and may be renewed for one additional year at the State's option, based on a determination of continued need, acceptable performance by participating vendors, and availability of funds.

BIDDING REQUIREMENTS:

Vendors may parts only by providing a discount from list on OEM parts and/or non-OEM parts that they can provide, by offering a percentage discount from the most current manufacturer's list. If only service is offered, insert the labor rates (Items 1-2) and a dollar amount for PM services on Item 3, and a dollar amount for Pick Up / Delivery on Item 4.

EVALUATION OF OFFERS:

Criteria to be considered in addition to cost:

1. Bidder's qualifications for services offered-demonstrated experience with similar equipment
2. Bidder's capacity to minimize equipment down-time including availability/inventory of parts, queue priority for State work orders in bidder's workload
3. Where applicable, State's previous level of satisfaction with individual bidders on the quality, quantity, documentation and cost of their completed work orders including: completeness and reliability of services rendered including frequency of necessary rework, corrective follow-up, or product replacement; capacity for resolution of problems/frequency of effective resolution; documentation of services rendered including compliance with the contract terms.

SCOPE OF WORK:

The services requested include preventative maintenance, diagnostics and repair services to winter equipment.

A. Diagnostic and Repair Services- Conditions and Restrictions:

- a. In general, for diagnostic and repair services for sweepers, pick up and delivery to and from the vendor's facility will be arranged by the State. The State, when unable to supply sufficient manpower to arrange pick up and delivery, will require vendor supplied pick and delivery services. During the vendor supplied pick up and delivery, the vendor will be solely responsible for all liabilities, including bodily injury and property damage.
- b. All work is to be conducted at the vendor's primary place of business unless otherwise directed and/or approved. Should circumstances arise that subcontracting of any portion of work becomes necessary, written approval of the Department's Fleet Supervisor shall be obtained prior to any subcontracting.
- c. Necessary repair work requires that an itemized labor and parts estimate be provided to the Fleet Management Officer at 360 Lincoln Avenue, Warwick, RI. Under no circumstances is repair work to be initiated without prior acceptance of the estimate by the FMO or his/her superiors as evidenced by the issuance of a work order authorization number. The State reserves the right to obtain repair estimates from other qualified vendor for any given work order. Any repair work completed without prior approval is the sole responsibility of the vendor; unauthorized invoices will be returned.
- d. Parts acceptable for use on the fleet cited, or components thereof, are limited to new or rebuilt parts. Used parts are not acceptable. The State may request to inspect any or all replaced parts at any time prior to acceptance of the completed work order.

B. Invoice and Payment Terms

- a. Invoicing (DOT Only) for each authorized work order must be submitted in Four Copies to: Mr. Richard Dowding, Fleet Manager, DOT Maintenance, 360 Lincoln Avenue, Warwick, RI 02888. For all other agency invoicing, send to the ordering agency.
- b. Each invoice (All agencies) must clearly designate the following:
 1. State issued work order authorization number
 2. Item charges as applicable (labor hours, rates, parts, hours of service-in and out, vehicle registration
- c. No Miscellaneous charges of any type will be accepted; this includes the following: supplies, mileage, disposal costs, freight charges, travel time)
- d. Arrangements for payment will be processed in accordance with established STATE FLEET OPERATIONS (SFO) procedures. DOT Maintenance Division will forward proper invoice and authorization to SFO once services rendered under each work order are inspected and satisfactorily accepted.
- e. Invoices not in compliance with all stated terms will be returned for correction and resubmission.

C. Preventative Maintenance (PM) Service

- The flat rate PM service must include the following:
- Service engine oil and filter
- Service inner and outer air filter

- Service fuel filter
- Service both torque hubs
- Service both gutter brooms
- Service transfer case
- Service hydraulic tank (oil, filter, and breather)
- Check and grease tiller
- Grease spray water pump
- Service cab air filter
- Grease gutter broom u-joints
- Grease jack shafts
- Grease p.t.o u-joints
- Check drop box level and mounting hardware
- Adjust all chains
- Evaluate machine for any repairs needed

INSURANCE

If bidding on labor, an insurance certificate in compliance with the provisions of Item 31 of the State's General Conditions of Purchase is required for comprehensive general liability, automobile liability and workers' compensation and must be submitted by the successful bidders to the Division of Purchases prior to award. The insurance certificate must name the State of Rhode Island as the certificate holder and as an additional insured. Failure to comply with these provisions may result in rejection of the offerer's bid.

Political subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this agreement. All ordering and billing shall be between the vendor and the political subdivision.

Questions concerning this solicitation may be directed to Lisa Hill at lisa.hill@purchasing.ri.gov no later than June 22, 2015 at 4:30 p.m.

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.