



Request for Quote

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

CREATION DATE : 22-OCT-15
BID NUMBER: 7549955,1
TITLE: GROUNDS MAINTENANCE AT DONLEY CENTER

BLANKET START : 01-JAN-16
BLANKET END : 31-DEC-20
BID CLOSING DATE AND TIME: 05-NOV-2015 02:00:00

BUYER: Walsh, Gail M
PHONE #: 401-574-8122

**B
I
L
L
T
O**
DOA CONTROLLER
ONE CAPITOL HILL, 4TH FLOOR
SMITH ST
PROVIDENCE, RI 02908
US

**S
H
I
P
T
O**
DLT DONLEY REHAB CENTER
249 BLACKSTONE BLVD
PROVIDENCE, RI 02906
US

Requisition Number:

Amendment Description: ADDENDUM #1

Line	Description	Quantity	Unit	Unit Price	Total
2	<p>ATTACHED IS A REVISED SCOPE OF WORK. PLEASE DISREGARD SCOPE OF WORK PREVIOUSLY POSTED.</p> <p>A WALKTHROUGH WAS HELD ON THURSDAY, OCTOBER 22, 2015 AT 10:00 AM. ATTACHED IS THE SIGN IN SHEET FOR ATTENDEES.</p> <p>THE FOLLOWING QUESTIONS WERE ASKED:</p> <p>1. WAS THIS A MANDATORY PRE-BID WALK THROUGH? ANSWER: NO</p> <p>2. WHEN ARE SPRING CLEANUPS EXPECTED? ANSWER: EARLY APRIL AND EARLY MAY</p> <p>3. WHEN ARE FALL CLEANUPS EXPECTED? ANSWER: SEPTEMBER AND FINAL WHEN LEAVES ARE DOWN - EARLY NOVEMBER</p> <p>4. WHAT TIME OF DAY AND DAYS OF THE WEEK CAN WORK BE PERFORMED? ANSWER: MONDAY-FRIDAY 8 AM-4 PM. NO WEEKEND WORK</p> <p>5. WHAT IS THE HOURLY RATE USED FOR? ANSWER: ANY ADDITIONAL WORK NEEDED AND IT SHOULD BE A PER MAN HOUR RATE (EXAMPLE: IF THERE WAS A STORM AND GROUNDS NEEDED AN EXTRA CLEANUP)</p> <p>1/1/16-12/31/16 - GROUNDS MAINTENANCE - PRICE PER MONTH</p>	8.00	Month		
3	1/1/17-12/31/17 - GROUNDS MAINTENANCE - PRICE PER MONTH	8.00	Month		
4	1/1/18-12/31/18 - GROUNDS MAINTENANCE - PRICE PER MONTH	8.00	Month		
5	1/1/19-12/31/19 - GROUNDS MAINTENANCE - PRICE PER MONTH	8.00	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



Request for Quote

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

BUYER: Walsh, Gail M
 PHONE #: 401-574-8122

CREATION DATE : 22-OCT-15
 BID NUMBER: 7549955,1
 TITLE: GROUNDS MAINTENANCE AT DONLEY CENTER
 BLANKET START : 01-JAN-16
 BLANKET END : 31-DEC-20
 BID CLOSING DATE AND TIME:05-NOV-2015 02:00:00

**B
I
L
L
T
O**
 DOA CONTROLLER
 ONE CAPITOL HILL, 4TH FLOOR
 SMITH ST
 PROVIDENCE, RI 02908
 US

**S
H
I
P
T
O**
 DLT DONLEY REHAB CENTER
 249 BLACKSTONE BLVD
 PROVIDENCE, RI 02906
 US

Requisition Number:
 Amendment Description: ADDENDUM #1

Line	Description	Quantity	Unit	Unit Price	Total
6	1/1/20-12/31/20 - GROUNDS MAINTENANCE - PRICE PER MONTH	8.00	Month		
7	1/1/16-12/31/16 - HOURLY RATE FOR MISCELLANEOUS SERVICES NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	1.00	Each		
8	1/1/17-12/31/17 - HOURLY RATE FOR MISCELLANEOUS SERVICES NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	1.00	Each		
9	1/1/18-12/31/18 - HOURLY RATE FOR MISCELLANEOUS SERVICES NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	1.00	Each		
10	1/1/19-12/31/19 - HOURLY RATE FOR MISCELLANEOUS SERVICES NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	1.00	Each		
11	1/1/20-12/31/20 - HOURLY RATE FOR MISCELLANEOUS SERVICES NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	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

Donley Center – Grounds Maintenance - January 1, 2016 – December 31, 2020

Furnish all necessary labor and equipment for the care of the grounds at:

DLT – Donley Rehabilitation Center

249 Blackstone Boulevard

Providence, RI 02906

Site contact: David Beck (401) 243-1225

Scope of Work:

Trim hedges, shrubs, bushes two times per season

Weekly cutting of the grass in April, May and June

Bi-Weekly cutting of the grass in July, August, September, October and November

Sweeping, maintenance, gardening and lawn care as needed with special attention to:

- Blowing of the two (2) parking lots to be included with each grass cutting service
- Flower beds to be fertilized two (2) times a year.
- Application of weed control as required

Two (2) spring cleanups to include sweeping of both parking lots and removal of winter sand.

One (1) Early Fall cleanup to include any storm damage

One (1) Final Fall cleanup to include storm damage and cleaning of gutters at this time.

Mulch: Provide and spread 20 cubic yards of dark mulch at the beginning of each season

Vendor will provide:

- Fertilizer four(4) times a year
- Grub control two (2) times a year
- Lime pellet application one (1) time a year.

Questions asked at Pre-Bid on Thursday, October 22nd @ 10 AM

- Was this a mandatory pre-bid walk through?
- When are spring cleanups expected ?
 - Early April and Early May
- When are fall cleanups expected ?
 - September and final when leaves are down Early November
- What time of day and days of the week can work be performed ?
 - Monday – Friday 8 AM – 4 PM NO WEEKEND WORK
- What is the hourly rate used for ?
 - Any additional work needed and it should be a per man hour rate.
 - If there was a storm and grounds need an extra clean up this will apply.

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....	II
BID STANDARD TERMS AND CONDITIONS	II
TERMS AND CONDITIONS FOR THIS BID	II
PURCHASE AGREEMENT BID	II
RIVIP INFO - BID SUBMISSION REQUIREMENTS	II
INSURANCE REQUIREMENTS	III
MULTI YEAR AWARD	III

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 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

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.

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.