



# Request for Quote

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

BUYER: Cadoret, David  
 PHONE #: N/A

CREATION DATE : 24-FEB-16  
 BID NUMBER: 7550223,3  
 TITLE: JANITORIAL SERVICES-COVENTRY NATIONAL  
 GUARD (BLDG'S 1,6,9)  
 BLANKET START : 01-APR-16  
 BLANKET END : 31-MAR-19  
 BID CLOSING DATE AND TIME:02-MAR-2016 10:30:00

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 PROVIDENCE, RI 02908  
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MS-ANG COVENTRY FACILITY  
 570 READ SCHOOLHOUSE RD  
 COVENTRY, RI 02816-0000  
 US

**Requisition Number:**

Note to Bidders: THERE WILL BE A MANDATORY PRE-BID CONFERENCE AS PER ATTACHED.  
 THIS BID WILL BE AWARDED IN CONJUNCTION WITH BID #7550222.

Amendment Description: SEE ATTACHED SHEETS FOR INFORMATION REGARDING THIS ADDENDUM

Line	Description	Quantity	Unit	Unit Price	Total
1	FY16 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	3.00	Month		
2	FY17 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	12.00	Month		
3	FY18 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	12.00	Month		
4	FY19 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	9.00	Month		
5	FY16 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	1.00	Semiannual		
6	FY17 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	2.00	Semiannual		
7	FY18 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	2.00	Semiannual		
8	FY19 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	1.00	Semiannual		
9	FY16 SUBMIT A SEPERATE 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		
10	FY17 SUBMIT A SEPERATE 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		
11	FY18 SUBMIT A SEPERATE 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		

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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Line	Description	Quantity	Unit	Unit Price	Total
12	FY19 SUBMIT A SEPERATE 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](http://www.purchasing.ri.gov)

**February 24, 2016**  
**ADDENDUM NUMBER THREE**  
**RFQ #7550223**  
**TITLE: JANITORIAL SERVICES-COVENTRY NATIONAL GUARD**  
**(BLDG's 1,9)**

**Closing Date and Time: 3/2/16 at 10:30AM**

**Per the issuance of this ADDENDUM #3 (5 pages) the following is noted:**

This addendum attaches sign in sheet from mandatory pre bid conference.

This addendum posts additional notes from mandatory pre bid conference.

As noted by buyer at pre bid conference:

This is a mandatory pre bid conference

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

There are two separate bids for this site. Both the bids will be awarded to one vendor. The evaluation will be based on lines 1 through 8 of each bid. The award will be made to the lowest bidder, based on those lines, for both bids. When you submit your bids do not put them in the same envelope.

Because there will be 2 different po's for this complex, a performance bond will only be required if the cost of a bid is equal to or exceeds \$50,000. For example if your total bid price for 7550222 is 60,000 and then 7550223 is 45,000, you will only be required to furnish a performance bond for 7550222.

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 5-6-7-8 of 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.

Lines 9-10-11-12 should be bid as per sq. ft. price.

Both bids are for services on Tuesday through Friday, to be done between 7am and 5:30pm.

You are required to submit:

Bidder certification form. 3 pages.

The request for quote with all the pricing.

Attachment C, the technical proposal.

Attachment F, the costing page worksheet.



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
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**February 24, 2016**  
**ADDENDUM NUMBER THREE**  
**RFQ #7550223**  
**TITLE: JANITORIAL SERVICES-COVENTRY NATIONAL GUARD**  
**(BLDG's 1,9)**

Additional notes from pre bid conference:

Floors are stripped in April and October.

Square footage: Building 1: 8,178

Building 9: 2,295

Building 6 has been eliminated from this bid.

Attached is the bid tabulation from previous bid. Note that the specifications were not identical to this bid (different buildings).

This addendum attaches Acknowledgement of Addendum(a) sheet. This sheet should be submitted with your bid proposal. Failure to do so may result in your bid being considered NON-RESPONSIVE.

**Smartphones (or anything capable of taking pictures) is not allowed in any of these Buildings and may be subject to confiscation.**



7458136 JANITORIAL SERVICES-COVENTRY NATIONAL GUARD  
OPENED 7/16/13 AT 1:30PM

VENDOR	LINE 1	LINE 2	LINE 3	LINE 4
TNT CONTRACTOR	5,421.90	5,914.80	796.00	796.00

VENDOR	LINE 5	LINE 6	LINE 7	LINE 8
TNT CONTRACTOR	0.15	0.15	NO BID	NO BID

VENDOR	TOTAL 1,2,3,4
TNT CONTRACTOR	12,928.70



**State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387**

**BID 7550223  
Janitorial Services-Coventry National Guard (bldg's 1-9)**

**Acknowledgement of addendum(a):**

**I have received and reviewed the following addendum(a) that pertain to this bid. This sheet should be submitted with your bid proposal. Failure to do so may result in your bid being considered NON-RESPONSIVE.**

**Addendum Number \_\_\_\_\_ Dated \_\_\_\_\_**

**Signed \_\_\_\_\_ Dated \_\_\_\_\_**

**Title \_\_\_\_\_**

**Contract Terms and Conditions**

**Table of Contents**

Terms and Conditions.....X  
    BID STANDARD TERMS AND CONDITIONS .....X  
    TERMS AND CONDITIONS FOR THIS BID .....X  
    MULTI YEAR AWARD .....X  
    DELIVERY PER AGENCY .....X  
    RIVIP INFO - BID SUBMISSION REQUIREMENTS .....X  
    INSURANCE REQUIREMENTS .....X

**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**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.

**DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

**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.**

**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.