



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

Solicitation Information  
April 7, 2016

**ADDENDUM # 1**

**RFP# 7550428**

**TITLE: URI Center for Chemical & Forensic Sciences – Laboratory  
Equipment, Chemical and Supplies Relocation**

**Submission Deadline has been postponed until:  
Thursday April 14, 2016 at 10:30 am (Local Time)**

**Note to vendors:**

**Attached includes:**

**Sign in sheet from mandatory pre bid conference held on  
3/25/2016**

**Questions received with responses**

**Updated information**

**Tom Bovis  
Interdepartmental Project Manager**

*Interested parties should monitor this website, on a regular basis, for any additional  
information that may be posted*



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 representative attend this mandatory prebid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

BID NUMBER: 7550428  
 BID TITLE: RELOCATION CHEMISTRY BUILDING URI  
 PRE-BID DATE AND TIME: 3/25/2016 AT 10:00 AM

Purchasing Representative:  
 TOM BOVIS  
 Mandatory Pre-bid START TIME:  
 Mandatory Pre-bid END TIME:

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER AND FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
1 Triumvirate Env.	Ted Dubiel	<i>[Signature]</i>	200 Inner Belt Rd Somerville, MA 03143	tdubiel@triumvirate.com	617-839-4033	
2 Triumvirate Env	Kwinn Pavin	<i>[Signature]</i>	200 Inner Belt Somerville, MA 03143	Kpavin@triumvirate.com	PAX 617-628-8099 598-557-6174	
3 ASTRO N.E.	Chuck Lamendola	<i>[Signature]</i>	257 N. Main St Exeter, NH	CLAMENOLA@ASTRONEWENGLAND.COM	401-397-8484	
4						
5 Astro N/E	Bob Millini	<i>[Signature]</i>	25 Industrial Dr Exeter, NH	BMillini@AstroNewEngland.com	617-593-4115	
6 STEELING	Peter Crutchley	<i>[Signature]</i>	20 Industrial Ave Chesterford, MA	Pcrutchley@STERLINGMETAL.COM	478-815-6000	
7 STEELING	Amanda	<i>[Signature]</i>	275 Adams Ave Providence, RI	amanda.watkins@sterlingmetal.com	478-815-6000	
8	Keleser	<i>[Signature]</i>	" "	m.keleser@sterlingmetal.com	401-641-2033	
9 Agilent	Ryan Overst	<i>[Signature]</i>	121 Hortwell Ave Langley, VA	Ryan_Overst@Agilent.com	215-834-2366	
10						
11						
12						
13						
14						
15	URI Public Safety	Barbara Ray	177 Plains Rd URI	bjray@uri.edu	401-874-7993	

**University of Rhode Island**  
**New Center for Chemistry & Forensic Science**  
**Laboratory Equipment, Chemical and Supplies Relocation**  
**Kingston, Rhode Island**

**BID DOCUMENTS ADDENDUM No. 1**

April 06, 2016

The attention of Bidders submitting Bid Proposals for the subject project at The University of Rhode Island is called to the following addendum to the **INVITATION TO BID**. The items set forth herein, whether of omission, addition, substitution, or clarifications are all to be included in and form a part of the proposal submitted.

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This addendum modifies and becomes a part of The University of Rhode Island - New Center for Chemistry & Forensic Science – Laboratory Equipment, Chemical and Supplies Relocation RFP #7550428 dated March 21, 2016 as indicated below.

All work called for shall comply with requirements for similar work unless otherwise specified.

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**This Addendum includes the following:**

**GENERAL**

This Addendum includes clarifications and modifications to the relocation requirements.

**Insurance Requirements:**

The “Insurance Requirements” document has been added and attached herewith as part of this Addendum to clarify and establish the insurance requirements for this Project.

**Chemical Relocation Qualifications:**

The “Chemical Relocation Qualifications” document has been added and attached herewith as part of this Addendum to supplement and enhance the chemical relocation requirements for this Project.

**BIDDER QUESTIONS**

Q1. Whose responsibility will it be to decontaminate and make safe all equipment with biohazard exposure to prepare for moving?

R1. *The University/Chemistry Department will be responsible to decontaminate and make safe all equipment with biohazard exposure.*

Addendum No. 1  
April 06, 2016

**University of Rhode Island  
New Center for Chemistry & Forensic Science  
Laboratory Equipment, Chemical and Supplies Relocation  
Project No.: KC.G.CHEM.2009.001  
RFP #7550428 – March 21, 2016**

**BID DOCUMENTS - ADDENDUM No. 1**

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Q2. Who will label all items to be removed?

R2. *The bidder to include all labeling of items to be moved.*

Q3. What is the total insurance valuation coverage desired (Over \$1 million per truck load)?

R3. *Reference the Insurance Requirements document attached hereto and made part of this addendum.*

Q4. How long will the rental crates be on site?

R4. *Rental crates will be on-site through July 15, 2016.*

Q5. Please confirm there will be no unpacking by the mover. (Except for bench top equipment.)

R5. *The unpacking of laboratory supplies and chemicals are by the University/Chemistry Department. All academic and research equipment (bench top, glove boxes, NMRs, etc.) to be unpacked and set-up by the Mover.*

Q6. For the boxes brought to the stockroom (by URI) shall they be repacked by Mover into crates or cardboard?

R6. *Scientific supplies brought to the stockroom by the University in preparation for the move, will be packed/re-packed by the Mover. Crates or cardboard is at the discretion of the Mover.*

Q7. Will all disconnection and reconnection of plumbing, electrical and HVAC needs be handled by URI?

R7. *Hard/direct disconnection/reconnection will be provided by the University.*

Q8. Does URI want decontamination of equipment quoted or will URI handle all equipment decontamination?

R8. *The University/Chemistry Department will be responsible to decontaminate and make safe all equipment with biohazard exposure.*

Q9. Does URI want a separate price for packing/unpacking the teaching laboratories?

R9. *No. Not required.*

Q10. During the walk-through on March 25<sup>th</sup>, we reviewed the following pieces of equipment that require relocation; milling machine, lathe, NMR(s), large air tables and glove boxes. Can we schedule an additional site visit to review these pieces of equipment for rigging services and access?

R10. *The RFP noted that "Subsequent site visits are not allowed." However, upon further consideration, one additional site visit will be allowed to clarify rigging and access to large research/academic equipment. Visits are permitted only through coordination with the Owner's Project Manager in writing at the following:*

*Mark D. Fisher, RA  
Senior Project Manager*

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**BID DOCUMENTS - ADDENDUM No. 1**

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*Keough Construction Management  
E: [mfisher@keoughconstruct.com](mailto:mfisher@keoughconstruct.com)  
C: (401) 269-9330*

Q11. Please clarify the requirements for relocating the explosives from the Oxley laboratory?

R11. *The explosives material contained in the safes/vaults located in the Oxley/Smith research laboratories shall be removed from the safes/vaults and relocated to the new building by the Oxley/Smith research team. The safes/vaults will be relocated by the Mover.*

Q12. Please clarify the chemical mover qualifications and requirements for this move?

R12. *Reference the Chemical Relocation Qualifications document attached hereto and made part of this addendum.*

**END OF ADDENDUM NO. 1**

Addendum No. 1  
April 06, 2016

**University of Rhode Island**  
**New Center for Chemistry & Forensic Science**  
**Laboratory Equipment, Chemical and Supplies Relocation**  
**Kingston, Rhode Island**

**Insurance Requirements**

The successful bidder must submit a copy of an endorsement and a certificate of insurance that references the solicitation number and identifies the following: (1) The Rhode Island Board of Education Council on Postsecondary Education, (2) The University of Rhode Island and (3) The State of Rhode Island, as "certificate holder" and as additional insured" upon the issuance of the tentative letter of award, on an annual basis during the term of the contract awarded pursuant to this solicitation, and from time to time upon request. The certificate of insurance must state that 30 days' advance notice of cancellation, nonrenewal, or material change in coverage (referencing the solicitation number) will be sent to Rhode Island Department of Administration, Division of Purchases, One Capitol Hill, Providence, Rhode Island-02908-5855, fax (401) 574-8387, and provide evidence of the following specific types and amounts of insurance:

<u>Type of Insurance</u>	<u>Amount of Coverage</u>
<b>Comprehensive General Liability</b> (per occurrence)	\$1,000,000 Each Occurrence  \$50,000 Fire Damage (any one occurrence)  \$5,000 Medical Expense (any one person)  \$1,000,000 Personal & Adv. Injury  \$2,000,000 General Aggregate  \$2,000,000 Products & Completed Operations Aggregate
<b>Automobile Liability</b>	\$1,000,000 Combined Single Limit (each accident) (Any auto – bodily injury, property damage, including non-owned and/or hired vehicles and equipment)

**University of Rhode Island  
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**Workers' Compensation**

**& Employers' Liability**

(Statutory Limit / Workers' Comp)

\$1,000,000 EL Each Accident

\$1,000,000 EL Disease – Each Employee

\$1,000,000 EL Disease – Policy Limit

**Environmental Impairment /**

**Pollution Legal Liability**

\$5,000,000 Each Loss

Note 1: Must include coverage for release  
Of hazardous materials while in transit.

Note 2: Pollution Legal Liability coverage  
must be maintained for a period of at least  
three years post termination of the agreement.

\$5,000,000 Aggregate

All insurance required by this solicitation, whether through a policy or an endorsement, shall include; (i) a waiver of subrogation, waiving any right the insurance company may have to recover against The State of Rhode Island, The University of Rhode Island and The Rhode Island Board of Education Council on Postsecondary Education; and (ii) a provision that the bidder's insurance coverage shall be primary in relation to any insurance, self-insurance, or self-retention maintained by the State of Rhode Island shall be in excess of the bidder's insurance.

The State Purchasing Agent reserves the right to accept alternate forms and plans of insurance and/or to require additional or more extensive coverage.

**END OF DOCUMENT**

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April 06, 2016

**University of Rhode Island**  
**New Center for Chemistry & Forensic Science**  
**Laboratory Equipment, Chemical and Supplies Relocation**  
**Kingston, Rhode Island**

**Chemical Relocation Qualifications**

The qualifications and requirements for the relocation of chemicals as part of this solicitation, are intended to supplement and enhance the requirements currently included within this RFP.

On-campus movements of hazardous materials that utilize or cross a public road or street are subject to federal regulations from the U. S. Department of Transportation (DOT). These regulations require proper chemical segregation, packaging, marking, labeling, and documentation of each hazardous chemical shipment.

Bidders must meet the additional specifications listed below to meet minimum requirements of the bid.

1. URI is a drug-free campus and no smoking is allowed in any URI building. Bidder personnel must comply with these requirements.
2. Include in the Work Plan / Approach Proposed, provide a detailed plan indicating how the chemicals will be segregated, packaged, marked, labeled, documented, and transported to avoid inadvertent mixing of incompatible chemicals or chemical spills.
3. Describe the training program used for the persons who will be packaging and moving chemicals.
4. Include training credentials for the supervisor and key personnel who will be packaging and moving the chemicals including the number of on-job years of experience in this type of work.
5. Chemicals in unsafe condition or containers of unlabeled materials shall not be moved. Examples include the following: open containers such as flasks and beakers, unlabeled containers, damaged or leaking containers, and potentially unstable chemicals such as old bottles of ether, tetrahydrofuran, or other peroxide forming material or dry picric acid. If any such containers are identified during the segregation and packing process Environmental Health and Safety will be notified at 874-7993 (Barbara Ray) or Nancy Paterson (874-2592). EHS will meet with the laboratory personnel and the bidder to assess the materials and try to resolve the issue.
6. If bidder cannot move certain types of hazardous chemicals or certain hazard classes of chemicals the bidder must specify which ones.
7. The bidder must provide US DOT approved containers/drums, packing materials and labels as required by the US DOT for shipping chemicals.

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8. The bidder should specify which containers of chemicals, if any, will be packaged in inner bags to avoid contamination of the chemicals with packing materials. The bidder should specify what absorbent is being used in each type of shipping container while in transport and how the bottles will be cleaned when they are being unpacked from the transport containers. If there are some chemicals which will have an alternative absorbent, specify.
9. Any vehicle driver moving chemicals must have a valid Commercial Driver License (CDL) with a hazmat endorsement.
10. The contractor must have a hazmat security plan complying with DOT regulations.
11. The contractor must have a health and safety plan and describe it.
12. Contractor personnel must have photo identification and wear clothing identified with the company.
13. The Contractor must furnish all required personal protective equipment (PPE). This includes PPE needed for packing and moving as well as spill clean-up (examples: respirators, suits, SCBA, gloves, safety glasses).
14. All vehicles used by bidder personnel for the relocation of chemicals from Pastore/Morrill to the New Chemistry Building shall be owned or leased by the successful bidder. Only closed vehicles will be used to transport chemicals. The bidder should detail the types of vehicles to be used in this project. The successful bidder will provide any required DOT vehicle placards and assure they are appropriately utilized when needed. The bidder should indicate in the RFP response what emergency and spill response supplies and equipment are provided on each vehicle used to transport chemicals. All vehicles must have all required state and federal permits and up-to-date safety inspections and may be required to provide proof of this.
15. The company must describe its emergency response plan if there is a chemical spill or other chemical incident including the on-site availability of trained personnel and equipment. The bidder should be prepared to conduct a hazardous materials response if needed.
16. The successful bidder must promptly mitigate chemical spills that occur during the performance of this contract without additional charge to the University of Rhode Island. The University reserves the right to have emergency mitigation performed by other means if needed. The successful bidder will be held responsible for these costs. The contractor must promptly mitigate spills in a manner that complies with federal, state, and local regulations. The contractor is solely responsible for any and all spills that occur as a result of the negligence of its agents, employees, or subcontractors.

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- a. The contractor is responsible for immediately notifying the University of any spill. The University will designate who must be notified prior to the start of the project. The University of Rhode Island has a 24/7 number (401-874-2121) located within the Department of Public Safety.
  - b. All spills considered reportable within the scope of federal and state laws will be reported to 911, the RI DEM and the National Response Center as required by regulation.
  - c. If requested by the University or regulatory agency the contractor must submit a written report to the University of Rhode Island within 7 days of the initial report and to the required regulatory agencies as required by regulation. The written report shall be in a narrative form and, as a minimum, include the following:
    - i. Description of the item spilled (including identity, quantity, and if applicable Bill of Lading number);
    - ii. Whether the amount spilled is EPA/State reportable; if so, when it was reported by the company and to whom;
    - iii. Exact time and location of the spill, including a description of the area involved;
    - iv. Containment procedures initiated;
    - v. Whether evacuation of the area was required;
    - vi. Summary of any conversation Contractor had with the Press or State of Federal officials;
    - vii. Description of clean-up procedures employed or to be employed at the site, including disposal of any spill debris or residues. All hazardous waste regulations must be followed for the disposal of hazardous materials.
17. The contractor is responsible for preparing the Bills of Lading required for the chemical shipments between buildings. Documentation of the shipment will accompany the chemicals during transport. The University will designate personnel to sign the Bills of Lading.
18. The contractor should specify if it will be using any DOT special permits during the movement between the buildings.

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19. The contractor will transport the regulated chemicals from Pastore/Morrill to the New Chemistry Building and move them to the designated location. The unpacking of chemicals will be by The University/Chemistry Department.
20. Relocation Team members, including the chemical relocation vendor, is prohibited from changing or subcontracting services/personnel without prior written approval from The State of Rhode Island, The University of Rhode Island Office of Capital Projects and the URI Public Safety Environmental Health and Safety Office.

**END OF DOCUMENT**

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April 06, 2016