



Request for Quote

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

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

CREATION DATE : 12-MAY-16
 BID NUMBER: 7550602
 TITLE: JANITORIAL SERVICES FOR D.O.T.
 MAINTENANCE FACILITIES AND WICKFORD JUNCTION
 BLANKET START : 01-JUL-16
 BLANKET END : 30-JUN-17
 BID CLOSING DATE AND TIME:08-JUN-2016 10:30:00

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 DOT ACCOUNTS PAYABLE
 TWO CAPITOL HILL, RM 230
 SMITH ST
 PROVIDENCE, RI 02903
 US

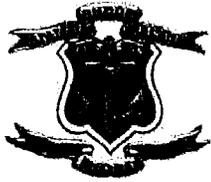
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 DOT PROPERTY & MANAGEMENT
 360 LINCOLN AVENUE
 WARWICK, RI 02888
 US

Requisition Number: 1457582
 Note to Bidders: BLANKET REQUIREMENTS:
 7/1/16 - 6/30/17 WITH OPTION TO RENEW FOR ONE (1) ADDITIONAL YEAR.

QUESTIONS CONCERNING THIS SOLICITATION SHOULD BE ADDRESSED TO LISA HILL AT LISA.HILL@PURCHASING.RI.GOV.

Line	Description	Quantity	Unit	Unit Price	Total
1	DOT: 7/1/16-6/30/17 BELLEVILLE FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
2	DOT: 7/1/16-6/30/17 CHARLESTOWN FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
3	DOT: 7/1/16-6/30/17 EAST PROVIDENCE FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
4	DOT: 7/1/16-6/30/17 GLOCESTER FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
5	DOT: 7/1/16-6/30/17 HOPE VALLEY FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
6	DOT: 7/1/16-6/30/17 MID STATE FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
7	DOT: 7/1/16-6/30/17 PORTSMOUTH FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
8	DOT: 7/1/16-6/30/17 SCITUATE FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
9	DOT: 7/1/16-6/30/17 SMITHFIELD FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
10	DOT: 7/1/16-6/30/17 WESTERLY FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	1.00	Day		
11	DOT: 7/1/16-6/30/17 WICKFORD JUNCTION TRAIN STATION - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK	2.00	Day		
12	DOT: 7/1/16-6/30/17 CHERRY HILL FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK (ON-CALL BASIS)	1.00	Each		
13	DOT: 7/1/16-6/30/17 LITTLE COMPTON FACILITY -	1.00	Each		

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
	JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK (ON-CALL BASIS)				
14	DOT: 7/1/16-6/30/17 MIDDLETOWN FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK (ON-CALL BASIS)	1.00	Each		
15	DOT: 7/1/16-6/30/17 WARREN FACILITY - JANITORIAL/CUSTODIAL SERVICES PER SCOPE OF WORK (ON-CALL BASIS)	1.00	Each		

Delivery: _____

Terms of Payment: _____

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Rhode Island Department of Transportation

Maintenance Facilities

FULL YEAR OPERATION

Bellville

439 Tower Hill Rd.
North Kingstown, RI 02852
401-884-3488 / 401-294-9613
Fax: 401-295-0739

Glocester

6487 Putnam Pike
Glocester, RI 02814
401-568-5373
Fax: 401-568-8532

Mid-State

2400 New London Turnpike
East Greenwich, RI 02818
401-826-0573 / 401-826-0467
Fax: 401-827-0604

Smithfield

395 George Washington Hwy.
Smithfield, RI 02917
401-231-4501/4502/4504
Fax: 401-231-4503

Charlestown

4872 Post Road
Charlestown, RI 02813
401-364-7232 / 401-364-9208

Headquarters

360 Lincoln Avenue
Warwick, RI 02888
401-222-6765 / 401-734-(ext.)
Fax: 401-222-2940
Fax: 401-736-8639

Portsmouth

170 Anthony Road
Portsmouth, RI 02871
401-683-1070 / 401-683-1071

Westerly

89 Westerly-Bradford Road
@ Route 91 & 78
Westerly, RI 02891

East Providence

691 Warren Avenue
East Providence, RI 02915
401-431-5400 / 401-431-5401
Fax: 401-431-5404

Hope Valley

51 Bank Street
Hope Valley, RI 02832
401-539-2916 / 401-539-2991
Fax: 401-539-9823

Scituate

34 Spring Brook Road
Scituate, RI 02857
401-647-5484 / 401-647-5520

WINTER OPERATIONS

Cherry Hill

317 Cherry Hill Road
Johnston, RI 02919
401-231-6375 / 401-231-6330
Fax: 401-232-0950

Little Compton

Willow Avenue Pole #16
Little Compton, RI 02837
401-635-4331

Middletown

122 Wyatt Road
Middletown, RI 02842
401-847-4455

Warren Yard

47 Ridgeway Drive
Warren, RI 02885
401-245-4188

RIDOT

Request for Bids – Janitorial/Custodial Services

GENERAL INFORMATION/SPECIFICATIONS

Locations: See attached list and note "Headquarters" is not included in this scope of work

GENERAL DESCRIPTION

The Department of Transportation is seeking one or more qualified janitorial/custodial vendor company to clean restrooms and waiting areas within the RIDOT-owned maintenance facilities. Services are required five (5) days a week. Work includes cleaning men's and women's lavatories, sweeping/mopping floors in adjacent waiting areas, cleaning drinking fountains, trash removal and replenishing lavatory supplies.

We require that all general cleaning products meet EPA, OSHA & State standards for health and safety.

Scheduled work days/work hours that are not worked for any reason including, but not limited to, holidays, bad weather, power failures, vendor employee absence, etc., must be deducted from vendor's invoice before submitting to the state. The deduction shall be calculated by dividing the monthly rate by either the monthly service days or monthly service hours, as may be applicable to the instance.

Daily Routine/Required Work Schedule:

Monday – Friday (once daily)

Between the hours of 1:30 and 3:30 p.m.

Note: Wickford Junction Train Station will be cleaned twice a day between (9:30am and 11:00am and 5:30pm and 7:00pm)

Saturdays, Sundays and Holidays (not included)

CONTRACT PERIOD: One year contract from July 1, 2016-June, 2017. Contract may be renewed for two additional one year terms by RIDOT.

SCOPE OF WORK

LAVATORIES : Sweeping and mopping floors, disinfecting urinals, toilet bowls, seats, compartments, fixtures, countertops, sink fixtures and walls, cleaning mirrors, emptying trash receptacles/replacing with fresh bags/liners and replenishing supplies (toilet paper, paper towels, hand soap & disinfectant), and clean/disinfect all areas. Deposit all trash in the on-site dumpsters

LOCATIONS

The following maintenance facilities are to be serviced in this contract:

Belleville

Charlestown

East Providence

Glocester Maintenance

Hope Valley

Mid State Maintenance

Portsmouth

Scituate

Smithfield

Westerly

Wickford Junction Train Station (Note: To be cleaned twice a day)

The following locations are used for intermittent winter operations and will be cleaned on an on call basis as requested by RIDOT.

Cherry Hill

LittleCompton

Middletown

Warren

SITE VISITS

The above locations may be visited during the following business hours (7:30am –Noon, M-F) by notifying the area supervisor in advance.

SUPPLIES

The vendor must supply all cleaning products necessary to perform the required work in a professional manner. The State/RIDOT will supply all necessary paper, plastic, hand soap and replenishment products described above.

RIDOT Property Managers – Dan Clarke (734-4814) and Sandra Redding (734-4861)

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.

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

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.