



# Request for Quote

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

CREATION DATE : 27-JUN-16  
 BID NUMBER: 7550739  
 TITLE: WINDOW WASHING SERVICES-URI PROVIDENCE CAMPUS  
 BLANKET START : 01-OCT-16  
 BLANKET END : 30-APR-19  
 BID CLOSING DATE AND TIME:26-JUL-2016 10:00:00

BUYER: Cadoret, David  
 PHONE #: 401-574-8131

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URI ACCOUNTS PAYABLE  
 CARLOTTI ADMINISTRATION BLDG  
 75 LOWER COLLEGE ROAD, SUITE 1  
 KINGSTON, RI 02881  
 US

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URI-CE-PROVIDENCE CENTER  
 SHEPARD BUILDING  
 80 WASHINGTON STREET  
 PROVIDENCE, RI 02903  
 US

Requisition Number: 1465448

Note to Bidders: THERE WILL BE A NON-MANDATORY PRE BID CONFERENCE AS PER ATTACHED SPECIFICATIONS.

Line	Description	Quantity	Unit	Unit Price	Total
1	October 2016 - total cost per cleaning as per attached specifications.	1.00	Each		
2	April 2017 - total cost per cleaning as per attached specifications.	1.00	Each		
3	October 2017 - total cost per cleaning as per attached specifications.	1.00	Each		
4	April 2018 - total cost per cleaning as per attached specifications.	1.00	Each		
5	October 2018 - total cost per cleaning as per attached specifications.	1.00	Each		
6	April 2019 - total cost per cleaning as per attached specifications.	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  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387

**BID 7550739**  
**WINDOW WASHING SERVICES-URI PROVIDENCE CAMPUS**  
**BID CLOSING DATE AND TIME: 7/26/16 AT 10AM**

Blanket requirements: 10/1/16 - 4/30/19

There will be a non-mandatory pre-bid conference 7/13/16 at 10am for vendors to view the site and determine the correct equipment necessary to perform the task. The location will be:

URI Providence Campus  
80 Washington St.  
Providence, RI 02903  
Meet at the Washington Street Lobby Entrance, Security Kiosk

Questions concerning this solicitation may be e-mailed to the Division of Purchases at [doa.purbidinfo@purchasing.ri.gov](mailto:doa.purbidinfo@purchasing.ri.gov) no later than July 15, 2016 at 5pm. Please reference the RFQ number on all correspondence. Questions should be submitted in a Microsoft word attachment. Answers to questions received, if any, will be posted on the internet as an addendum to this solicitation ([www.purchasing.ri.gov](http://www.purchasing.ri.gov)). It is the responsibility of all interested parties to download this information.

Bidders are responsible for inspection of equipment and/or location, taking measurements when required and making themselves aware of the total requirements before submitting a bid. Measurements provided with the bid are for reference purposes and are not guaranteed to be completely accurate.

**Specifications:**

Interior and exterior cleaning of all windows (approximately 735 windows). All cleaning will include both interior window glass (two sides), and interior window sills. Vendor is responsible for items on window sills to remove and replace them as necessary. There are a number of interior tinted windows that must be cleaned per tint manufacturer's specifications.

Vendor is to report in writing all broken windows and screens to the facilities and operations department, room 325. All window blinds will be left at the locking sash level on double hung windows, and completely down on all other windows.



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**BID 7550739**  
**WINDOW WASHING SERVICES-URI PROVIDENCE CAMPUS**  
**BID CLOSING DATE AND TIME: 7/26/16 AT 10AM**

Work will be scheduled as early as 7 a.m. and will conclude no later than 4:30 p.m.  
Work may be scheduled Monday through Sunday, NO HOLIDAYS.

Vendor must sign in and out at the security office whenever scheduled to do work on campus and also call facilities at 401-277-5179.

All labor, materials, cleaning equipment, cleaning chemicals, staging and lift equipment will be provided by the vendor. All service requests will require cleaning to commence no more than ten (10) days of notification and to be completed on a timely basis.

Exterior window cleaning will require the use of an aerial lift. Approximate height is 60 feet from the sidewalk to the top of the building on the 4-story section. Approximate height is 80 feet from the sidewalk to the top of the 6-story section.

Police detail, for street work, is the responsibility of the vendor that is awarded the contract.

Vendor is responsible to comply with all applicable safety codes and regulations bas required for this type of service.

Please bid a total cost per cleaning.

**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.

**LICENSE REQUIREMENTS**

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

**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.

**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.

**AWARD**

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

**DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.