



# Request for Quote

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

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

CREATION DATE : 29-JUL-16  
 BID NUMBER: 7550808,1  
 TITLE: JANITORIAL SERVICES-ARMY AVIATION SUPPORT FACILITY  
 BLANKET START : 01-AUG-16  
 BLANKET END : 30-JUN-19  
 BID CLOSING DATE AND TIME:03-AUG-2016 11:00:00

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 DOA CONTROLLER  
 ONE CAPITOL HILL, 4TH FLOOR  
 SMITH ST  
 PROVIDENCE, RI 02908  
 US

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O**  
 MS ARMY AVIATION SUPPORT FACILITY  
 104 AIRPORT ST  
 NORTH KINGSTOWN, RI 02852  
 US

**Requisition Number:**  
 Note to Bidders: THERE WILL BE A MANDATORY PRE BID CONFERENCE AS PER ATTACHED SPECIFICATIONS.  
 Amendment Description: THIS ADDENDUM POSTS SIGN IN SHEET FROM MANDATORY PRE BID CONFERENCE.  
 THIS ADDENDUM POSTS NOTES/CLARIFICATIONS FROM PRE BID CONFERENCE.

Line	Description	Quantity	Unit	Unit Price	Total
1	8/1/16 - 6/30/17 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	11.00	Month		
2	7/1/17 - 6/30/18 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	12.00	Month		
3	7/1/18 - 6/30/19 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS ROUTINE SERVICES I.E. DAILY, WEEKLY, MONTHLY, YEARLY	12.00	Month		
4	8/1/16 - 6/30/17 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	2.00	Semiannual		
5	7/1/17 - 6/30/18 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	2.00	Semiannual		
6	7/1/18 - 6/30/19 TOTAL PRICE FOR SERVICES DESCRIBED IN ATTACHMENT "B" AS FLOOR CARE SERVICES (STRIP, SEAL & FINISH) AS REQUIRED	2.00	Semiannual		
7	8/1/16-6/30/17 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		
8	7/1/17-6/30/18 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		
9	7/1/18-6/30/19 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: \_\_\_\_\_

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 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)

July 29, 2016

**ADDENDUM NUMBER ONE**

**RFQ # 7550808**

**TITLE: Janitorial Services-Army Aviation Support Facility**

**Closing Date and Time: 8/3/16 at 11:00 AM**

**Per the issuance of this ADDENDUM #1 (3 pages) the following is noted:**

This addendum posts sign in sheet from mandatory pre bid conference held 7/29/16 at 10am.

This addendum posts notes/clarifications from the pre bid conference.

As noted by buyer:

-This is a mandatory pre bid conference

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

-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 4-5-6 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 7-8-9 should be bid as per sq. ft. price.

-If your bid exceeds \$50,000 you will be required to provide a performance bond. Bond can be split into 1 year increments.

-Bid tabulation for the previous bid has been provided in the bid package.

-Services are required Tuesday, Wednesday, Thursday and Friday, to be done between 7am and 4:00 pm.

-Item G on attachment B should be checked No. There are dumpsters on site that can be used.

-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.

Notes/clarifications from pre bid conference:

-The floor in the main entry way is handled by the agency.

-The main corridor on the bottom floor immediately after the main entry way is handled by the agency.

-The aircraft hangers are not part of this bid.



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**July 29, 2016**  
**ADDENDUM NUMBER ONE**  
**RFQ # 7550808**

**TITLE: Janitorial Services-Army Aviation Support Facility**  
**Closing Date and Time: 8/3/16 at 11:00 AM**

- Floor stripping is done on Monday's and is to be coordinated with agency.
- This facility recycles.
- When applicable "Slippery When Wet" signs are to be used.
- Janitor's closet is upstairs and can be locked.
- For the purposes of this bid add:
  - Clean the interior of all exterior glass quarterly.
  - The pricing for this will be figured into lines 1,2,and 3 on the Request for Quote form.
- All vendor employees will be required to have a driver's license and be able to pass a background check. All vehicles must carry insurance.



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 designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom he/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

BID NUMBER:	7550808
BID TITLE:	JANITORIAL SERVICES-ARMY AVIATION SUPPORT FACILITY
PRE-BID DATE AND TIME:	7/29/16 AT 10AM

Purchasing Representative:	DCADORET
Mandatory Pre-bid START TIME:	10:10
Mandatory Pre-bid END TIME:	10:30

COMPANY NAME	COMPANY REPRESENTATIVE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER	CONTACT FAX NUMBER	PROPOSAL SUBMITTED (For Purchasing Use Only)
1 STATE PURCHASING	DAVID CADORET					
2 EUSA	<i>[Signature]</i>					
3 ELTA	<i>[Signature]</i>					
4 MAINTENANCE	<i>[Signature]</i>					
5 ST SERVICES	<i>[Signature]</i>					
6 TMT CLEANING	TONY ROGNIGUES					
7 CPD	SEBASTIAN					
8 AASF	MSG ROBERT					
9 Gate Maint	<i>[Signature]</i>					
10						
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**Contract Terms and Conditions**

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## 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

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.