



# 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 : 01-AUG-16  
 BID NUMBER: 7550841  
 TITLE: SNOWPLOWING & SANDING-WARWICK ARMORY  
 - MS  
 BLANKET START : 01-OCT-16  
 BLANKET END : 30-JUN-17  
 BID CLOSING DATE AND TIME: 29-AUG-2016 10:00:00

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 DOA CONTROLLER  
 ONE CAPITOL HILL, 4TH FLOOR  
 SMITH ST  
 PROVIDENCE, RI 02908  
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 MS SPECIAL INSTRUCTIONS  
 SEE BELOW  
 SEE BELOW, RI N/A  
 US

**Requisition Number:**

Note to Bidders: LOCATION COVERED IN THIS BID: WARWICK ARMORY.  
 THERE WILL BE A MANDATORY PRE BID CONFERENCE AS OUTLINED IN ATTACHED PAGES.  
 THIS CONTRACT WILL BE FOR ONE YEAR WITH TWO ONE YEAR OPTIONS TO RENEW AT THE SOLE DISCRETION OF THE STATE.

Line	Description	Quantity	Unit	Unit Price	Total
1	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 2-7" PER STORM	1.00	Each		
2	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 7.1-10" PER STORM	1.00	Each		
3	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 10.1-12" PER STORM	1.00	Each		
4	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING OVER 12" PER STORM	1.00	Each		
5	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SANDING SALTING PER APPLICATION	1.00	Application		
6	10/1/16 – 6/30/17 RI Army National Guard 541 Airport Road, Warwick SNOW REMOVAL FROM PREMISES PER HOUR	1.00	Hour		
7	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 2-7" PER STORM	1.00	Each		
8	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 7.1-10" PER STORM	1.00	Each		
9	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 10.1-12" PER STORM	1.00	Each		
10	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING OVER 12" PER STORM	1.00	Each		
11	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SANDING SALTING PER APPLICATION	1.00	Application		
12	7/1/17 – 6/30/18 RI Army National Guard 541 Airport Road, Warwick SNOW REMOVAL FROM PREMISES PER HOUR	1.00	Hour		
13	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 2-7" PER STORM	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
14	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 7.1-10" PER STORM	1.00	Each		
15	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING 10.1-12" PER STORM	1.00	Each		
16	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SNOW PLOWING OVER 12" PER STORM	1.00	Each		
17	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SANDING SALTING PER APPLICATION	1.00	Application		
18	7/1/18 – 6/30/19 RI Army National Guard 541 Airport Road, Warwick SNOW REMOVAL FROM PREMISES PER HOUR	1.00	Hour		

Delivery: \_\_\_\_\_

Terms of Payment: \_\_\_\_\_

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**GENERAL INFORMATION FOR SNOWPLOWING AND SANDING AT  
NATIONAL GUARD MILITARY LOCATIONS  
BIDS #7550841, 7550843, 7550844**

**NOTICE TO VENDORS:**

**PLEASE TAKE THE TIME TO FAMILIARIZE YOURSELF WITH THE COMPLETE BID PACKAGES.**

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**The locations listed below are secured military facilities. Vendors are not allowed to enter on their own accord. As such there are MANDATORY pre bid conferences. Any interested vendors will meet outside the main gate, at the address shown below, with a representative from Rhode Island State Purchasing and the Militia of the State. We will then enter at the same time. Once we leave the gate area at Camp Fogarty in East Greenwich and the Army Aviation Support Facility in Quonset Point no additional vendors will be allowed to sign in, and as a consequence, not allowed to submit a proposal. Please be prepared to have your vehicle searched. You will also need to provide proper identification:**

Middletown Armory (Bid 7550843)  
106 Airport Access Rd  
Middletown, RI

**Thursday 8/18/16 at 10am**

Bristol Armory (Bid 7550843)  
470 Metacom Ave  
Bristol, RI

**Thursday 8/18/16 at 11am**

Warren FMS (Bid 7550844)  
45 Croade St  
Warren, RI

**Thursday 8/18/16 at 11:30am**

Warren Armory (Bid 7550843)  
104 Market St  
Warren, RI

**Thursday 8/18/16 Immediately after Warren FMS**

Camp Varnum (Bid 7550844)  
100 Cormorant Point Rd  
Narragansett, RI

**Friday 8/19/16 at 10am**

see note below

Army Aviation Support Facility (Bid 7550844)  
150 Airport St  
North Kingstown, RI

**Friday 8/19/16 at 11am**

see note below

Camp Fogarty Training Center (Bid 7550844)  
2841 South County Trail  
East Greenwich

**Friday 8/19/16 at 12 noon**

**SPECIFICATIONS FOR SNOWPLOWING AND SANDING AT NATIONAL GUARD  
MILITARY LOCATIONS  
BIDS #7550841, 7550843, 7550844**

Coventry Training Site (Bid 7550844)  
570 Read Schoolhouse Road  
Coventry, RI

**Friday 8/19/16 at 2pm**

Warwick Armory (Bid 7550841)  
541 Airport Rd  
Warwick, RI

**Friday 8/19/16 at 3pm**

Camp Varnum            The location is at the end of what appears to be a private road off of Rte. 1A. You will need to drive through the neighborhood in order to reach the gate (see attached map in PDF format).

Army Aviation Support Facility      Airport St is in Quonset Point behind a secured gate. The entrance to the facility is actually off of Cripe St.

Measurements are estimates only. It is the vendor's responsibility to thoroughly inspect each site.

**The mandatory pre bid conference will be considered the required site visit. No additional form or visit will be required.**

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Each location will be awarded to the lowest responsive, responsible bidder with the exception of the Bristol and Warren locations. Those locations will be awarded to the low bidder for all three locations.

Vendors do not need to bid all locations. Vendors need only attend the pre bid conferences for the locations for which they will be submitting a bid. The exception to this will be the Bristol and Warren locations. If bidding these locations vendors must attend all 3 mandatory pre bid conferences.

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The initial term of this contract will be from 10/1/16 to 6/30/17 with two (2) one (1) year options to renew solely at the discretion of the State.

SUBMITTALS REQUIRED:

- 1) Complete bid package, being sure price pages are complete. You do not have to bid all areas. However, you must bid all lines within the area you are bidding. Include the 3 page RIVIP generated bidder certification form.
- 2) "Contact & Equipment Information" sheet (Attachment A). Make sure it is complete.

Bids must be submitted by delivery service or by hand. Bids should be submitted in a sealed envelope. The vendor name, bid number, bid title, closing date and time should be written on the outside of the envelope. If you will be submitting proposals for more than one of the bids they should be in separate envelopes.

Failure to submit all of the above properly completed subjects bid to disqualification.

**SPECIAL NOTE:**

**VENDOR MUST SUBMIT EACH INVOICE TO AGENCY WITHIN 5 CALENDAR DAYS AFTER AN EVENT AND MUST INDICATE DATE OF SERVICE AND SNOWFALL ACCUMULATION ON INVOICE FOR AGENCY VERIFICATION. IT IS IMPERATIVE THAT THIS PROCEDURE BE FOLLOWED. ANY DIFFERENCES THAT ARISE BETWEEN VENDOR INVOICES AND AGENCY INFORMATION CAN BE RESOLVED MORE EASILY WHEN INVOICES ARE SENT ON A TIMELY BASIS. NO EXCEPTIONS.**

Price ranges are not acceptable.  
All prices must be firm and fixed.  
Submittals that include price ranges will be disqualified.

All plowing must be completed by 7:30am, unless indicated otherwise for a specific location. Storms occurring during the work day will require plowing when the storm ends or by 7:30am the next day, whichever occurs first. If building operates more than one shift, contact person will decide plowing schedule if needed.

Each area must be examined by an authorized agency representative upon completion.

Vendor's invoice shall reflect only the actual areas completed.

Vendor must notify agency administration if any area is inaccessible.

Any request for sanding or salting means a mixture of sand and salt. Minimum sand/salt mixture is three (3) parts sand to one (1) part salt.

Sanding/salting must be thorough and complete. Even distribution of the mix over the entire surface of an area is required. Hit or miss applications will not be allowed.

Unsatisfactory work, whether it be plowing, sanding, removal or relocation on premises will require immediate return of vendor to correct the situation, at no additional charge to the state.

Plowing refers to the clearing of a location by movement and/or piling of snow at that same location.

Removal of snow from premises refers to the loading of plowed snow onto trucks and dumping at another location. Any vendor bidding removal items must have all equipment and personnel necessary and must be sure to list that equipment on the "equipment information" sheet along with the equipment they use for plowing.

Failure to follow these instructions may result in the disqualification of bid prior to award or non-payment and possible cancellation of contract after award.

The vendor must maintain 24 hours/7 day per week instantaneous communication equipment (Cell Phone) and office phone in order for the agency personnel to direct operations before, during and after a snow event.

All snow/ice must ultimately be removed to bare pavement/concrete following a snow event. Vendor is required to follow-up all cleaned areas to remove windblown snow. Each area will be examined by agency. Insufficiently cleaned areas (as determined by the agency) per contract specifications will be re-done at vendor's expense. The Agency shall not be charged for additional labor time or equipment to complete this work.

The vendor shall not pile or dump snow onto roadways, sidewalks, walkways, curb cuts, handicap entrances, or around trash cans and dumpsters that may block or hinder access to these areas. The vendor will be required to remove any snow they have placed on these areas at vendor's expense.

Minimum sand/salt blends shall be a mixture of three (3) parts sand to one (1) part salt. Road salt shall be sodium chloride meeting specifications of Rhode Island DOT MPA 125. Road sand shall meet specifications of Rhode Island DOT MPA 123. Vendor must provide certification to the agency that all materials used for de-icing meet these specifications.

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All parking lots shall be marked or staked by the Vendor prior to the start of the snow season but no later than the first Monday in November.

The Vendor is responsible for all snow removal related damages and shall be required to repair or replace damaged materials, equipment and amenities, including by not limited to items such as light poles, light bollards, curb stops, fences, plant materials, or other. All repairs and/or replacements must be completed by May 1st.

**Experience:**

Vendor shall have a minimum of five (5) years of snow removal/deicing experience. The agency may require written proof and/or documentation including but not limited to references.

**Equipment & Labor:**

Vendor must have sufficient equipment and manpower capable of clearing snow and applying abrasives/de-icing materials in order to meet the requirements of this contract. A list of the vendor's equipment must be submitted with your bid proposal (ATTACHMENT A) and prior to award of contract. Vendor shall list make and model type of all snow removal vehicles, tractors and size of plows and spreaders they will have available to work snow events at the respective locations.

**Snow Measurements:**

Snowfall depth measurements shall be verified by records obtained from a number of official sources including but not limited to daily NOAA records as recorded at Green State Airport; DOT records; the URI Agricultural Experimentation Station. Snowfall measurements shall exclude accumulation from windblown or drifted snow.

**Payments:**

1. Invoices must contain itemized descriptions of charges such as: the purchase order line item number, date the work was completed, the specific area cleared or treated, materials used, the unit price, extended price and total. The vendor's purchase order number should also be displayed on the invoice. All invoices must be submitted no later than five days after an event.
2. Payments are based on the snowfall depths for each location per snow event. Each snow storm and concomitant snow removal workload shall be identified as "snow events". Snow events will be distinguished by periods of continuous snow fall. Payments for clearing snow and deicing treatments will be made for the total snowfall during any one event. If snow continuously accumulates over several hours or days, it shall be considered a single snow event. If snow accumulation ceases, and starts accumulating again prior to completion of snow removal from the previous accumulation, the entire workload shall be considered to occur within a single snow event. Multiple snow clearing operations during any snow event is the responsibility of the vendor and supplementary payments will not be allowed.



STATE OF RHODE ISLAND  
 Department of Administration  
 DIVISION OF PURCHASES  
 One Capitol Hill  
 Providence, RI 02908-5855

David Cadoret  
 401-574-8131  
 David.Cadoret@purchasing.ri.gov  
 Purchasing website: www.purchasing.ri.gov

**BIDS 7550841 SNOWPLOWING & SANDING-WARWICK ARMORY  
 ATTACHMENT A**

**CLOSING DATE AND TIME: 8/29/16 AT 10AM**

**CONTACT INFORMATION**

COMPANY NAME: \_\_\_\_\_  
 CONTACT PERSON: \_\_\_\_\_ PHONE \_\_\_\_\_  
 ALTERNATE PERSON: \_\_\_\_\_ PHONE \_\_\_\_\_  
 EMERGENCY TELEPHONE: \_\_\_\_\_  
 CELL PHONE: \_\_\_\_\_  
 PAGER: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 EMAIL ADDRESS: \_\_\_\_\_  
 YEARS IN BUSINESS \_\_\_\_\_

**EQUIPMENT INFORMATION**

(LIST ALL EQUIPMENT TO BE USED AND INCLUDE REG # AND STATE)

<u>MAKE</u>	<u>MODEL</u>	<u>TYPE</u>	<u>REG # AND STATE</u>
EXAMPLE FORD	F250	4 X 4	12345 RI
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



**Contract Terms and Conditions**

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## **Terms and Conditions**

### **BID STANDARD TERMS AND CONDITIONS**

### **TERMS AND CONDITIONS FOR THIS BID**

#### **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.

#### **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.**

#### **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.

### **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.