# SOLICITATION INFORMATION

June 3, 2006

## BID NUMBER #B06421

## TITLE: RENOVATIONS/RESTORATION OF OLIVER WATSON HOUSE

## OPENING DATE AND TIME: 7/5/06 at 1:40 PM

PRE-BID/ PROPOSAL CONFERENCE: YES DATE: 6/20/06 TIME: 10:00 AM

MANDATORY: NO

LOCATION: URI
SHERMAN BUILDING
523 PLAINS ROAD
KINGSTON, RI

SURETY REQUIRED: YES

BOND REQUIRED: YES

JOHN O'HARA II
SENIOR BUYER

JOH:da

**Vendors must register on-line at the State Purchasing Website at www.purchasing.ri.gov to be able to download a Bidder Certification Cover Form which must accompany each offer.**

## NOTE TO VENDORS:

**Offers received without the entire completed three-page RIVIP Generated Bidder Certification Cover Form attached may result in offer disqualification.**

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

**DOCUMENT 00100 - INVITATION TO BID**

**Bid #** B06421

**State Req. #** R86A070077

Purchaser: The Department of Administration, Division of Purchases
One Capitol Hill, Providence, RI 02908

Owner: State of Rhode Island Board of Governors for Higher Education
301 Promenade Street, Providence, RI 02908

Architect: URI Office of Capital Projects
523 Plains Road, Kingston, RI 02881

Project: Renovations to Oliver Watson House
URI Kingston Campus, Kingston, RI

Completion Time: 45 days

Five Historical Preservation Contractors, who have been prequalified by the Rhode Island Historical Preservation & Heritage Commission, are being invited to submit an offer under seal to the Purchaser at the above address, for construction of the above Project, on or before:

Time: 1:40 PM Date: 7/5/06

Additional Contractors, who wish to be considered as Qualified Preservation Contractors, may submit a statement of their qualifications in accordance with provisions of the attached Document 00450 – Unprequalified Bidder's Qualification Statement.

Bid Documents may be examined at the office of the Architect, and at the Rhode Island State Building Code Commission, One Capitol Hill, Providence, RI 02908. Bid Documents may be obtained from the office of the Building Code Commission upon receipt of a refundable deposit, by certified check, or money order, payable to the STATE OF RHODE ISLAND in the amount of $25.00 for each set.

Bid Documents will be available for pick up in person only, between the hours of 8:30 a.m. to 4:00 p.m., from:

Dates: 6/5/06 to 6/13/06

Bidders will be required to provide Bid security in the form of a Bid Bond, or a certified check, payable to the STATE OF RHODE ISLAND in the amount of a sum no less than 5 percent of the Bid Price.

The Owner will hold a prebid conference at the URI Sherman Building, 523 Plains Road, Kingston, RI:

Time: 10:00 AM Date: 6/20/06

Refer to Document 00200 - Instructions to Bidders, for other Bidding requirements.

Bidder's attention is referred to State requirements pertaining to conditions of employment to be observed, including the Equal Employment Opportunity Act, and requirements that 10 percent of the dollar value of the work must be performed by Minority Business Enterprises, and wage rates to be paid under the Contract for this Project must be in accordance with those prevailing wages on file at the Rhode Island department of Labor, Office of the Director. Bidders are subject to the terms, conditions, and provisions of Chapters 2, 12, 13, and 14.1 of Title 37, general laws of the State of Rhode Island, 1956 as amended.

The Division of Purchases reserves the right to accept or reject any or all offers.

Brian P. Stern, Executive Director/Purchasing Agent

**END OF DOCUMENT**

All bidders MUST register online at www.purchasing.ri.gov. A RIVIP generated Bidder Certification Cover Form MUST accompany each bid. Should you need assistance in registering or downloading a bid, call (401) 222-2142 ext. 134. Failure to comply will result in disqualification.

The included prevailing wage table may have been revised. It is the contractor's responsibility to use the current prevailing wage table. The table may be obtained at the RI Division of Purchases Home Page at www.purchasing.ri.gov.

## REQUIREMENTS

**ALL OFFERS ARE SUBJECT TO THE REQUIREMENTS, PROVISIONS AND PROCEDURES CONTAINED IN THE THREE-PAGE CERTIFICATION FORM. Offerors are expected to READ, SIGN and COMPLY with all requirements. Failure to do so may be grounds for disqualification of the offer contained herein.**

Section 2.1 - RULES FOR SUBMITTING OFFERS

2.1A. The THREE-PAGE CERTIFICATION FORM MUST BE ATTACHED IN ITS ENTIRETY TO THE FRONT OF THE OFFER and shall be considered an integral part of each offer made by a vendor to enter into a contract with the State of Rhode Island, Division of Purchases. As such, submittal of the entire Bidder Certification Cover Form, signed by a duly authorized representative of the offeror attesting that he/she (1) has read and agrees to comply with the requirements set forth herein and (2) to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award.

To assure that offers are considered on time, each offer must be submitted with the specific Bid/RFP/LOI number (provided above), date and time of opening marked in the upper left hand corner of envelope. Each bid/offer must be submitted in separate sealed envelopes.

**A complete, signed (in ink) offer package, must be delivered to the division of purchases (via any mail or messenger service) by the time and date specified for the opening of responses in a sealed envelope. IF ATTACHMENTS ARE REQUIRED, BE SURE THEY ARE INCLUDED IN PACKAGE!!!!! (e.g., Cover, Sureties, Copies of Special Licenses, Samples, Specifications for Offers Differing From Solicitation). Offers received without the entire completed three-page form attached may result in offer disqualification.**

Bids must be submitted on the RI bid solicitation forms provided, indicating brand and part numbers of items offered, as appropriate. Bidders must submit detailed cuts and specs on items offered as equivalent to brands requested WITH THE OFFER. Bidders must be able to submit samples if requested.

Mail or Deliver to: Division of Purchases, One Capitol Hill, Second Floor, Providence, RI 02908-5855

**Documents misdirected to other State locations or which are not present in the Division of Purchases at the time of opening for whatever cause will be deemed to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clocks in either the mail sorting or reception areas of the Division of Purchases. Postmarks shall not be considered proof of timely submission.**

2.1B. RIVIP SOLICITATIONS. To assure maximum access opportunities for users, public bid/RFP solicitations shall be posted on the RIVIP for a minimum of seven days and no amendments shall be made within the last five days before the date an offer is due. When copies of plans and specifications are too large to make available on-line and are issued with a requirement for a refundable deposit, vendors on the known lists of depositors will receive direct notification of amendments. Except when access to the Web Site has been severely curtailed and it is determined by the Rhode Island State Purchasing Agent that special circumstances preclude extending a solicitation due date, requests to mail or fax hard copies of solicitations will not be honored. When the result of an Internet solicitation is unsuccessful, the State of Rhode Island will cancel the original solicitation and resolicit the original offer directly from vendors.

2.2. PRICING. Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation), and may not be withdrawn, except with the express permission of the State Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. The State of Rhode Island is exempt from Federal excise taxes and State Sales and Use Taxes. Such taxes shall not be included in the bid price. PRICES QUOTED ARE FOB DESTINATION.

2.3. DELIVERY and PRODUCT QUALITY. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. The contractor will be responsible for delivery of materials in first class condition. Rejected materials will be at vendor's expense.

2.4. PREVAILING WAGE REQUIREMENT. Provisions of State labor laws concerning payment of prevailing wage rates shall apply for contracts involving public works construction, alteration, or building repair work. Prevailing wage rates are posted in the information section of the RIVIP.

2.5. PUBLIC RECORDS. Offerors are advised that all materials submitted to the State for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the Rhode Island General Laws, and will be released for inspection immediately upon request once an award has been made. Offerors are encouraged to attend public bid/RFP openings to obtain information; however, bid/RFP response summaries may be reviewed after award(s) have been made by using the RIVIP at any time or appearing in person at the Division of Purchases Mondays through Fridays between 8:30 a.m. and 3:30 p.m. Telephone requests for results will not be honored. Written requests for results will only be honored if the information is not available on the RIVIP.

SECTION 3. AWARD DETERMINATION. Award will be made to the responsive and responsible offeror quoting the lowest net price in accordance with specifications, for any individual item(s), for major groupings of items, or for all items listed, at the State's sole option.

3.1. BID SURETY. Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Bids submitted without a required bid surety will not be considered.

3.2. SPECIFICATIONS. Unless specified "no substitute," product offerings equivalent in quality and performance will be considered (at the sole option of the State) on the condition that the offer is accompanied by detailed product specifications. Offers which fail to include alternate specifications may be deemed nonresponsive.

SECTION 4 – CONTRACT PROVISIONS.

4.1. VENDOR AUTHORIZATION TO PROCEED. 4.1A. When a purchase order, change order, contract/agreement or contract/agreement amendment is issued by the RI Division of Purchases, no claim for payment for services rendered or goods delivered contrary to or in excess of the contract terms and scope shall be considered valid unless the vendor has obtained a written change order or contract amendment issued by the Division of Purchases PRIOR TO delivery.

4.1B. Any offer, whether in response to a solicitation for proposals or bids, or made without a solicitation, which is accepted in the form of an order OR Pricing Agreement made in writing by the Purchasing Agent, or a state official with purchasing authority delegated by the Purchasing Agent, shall be considered a binding contract.

4.2. REGULATIONS, GENERAL TERMS AND CONDITIONS GOVERNING STATE CONTRACTS. This solicitation and any contract or purchase order arising from it are issued in accordance with the specific requirements described herein, and the State's Purchasing Laws and Regulations and other applicable State Laws. The Regulations, General Terms and Conditions are incorporated into all state contracts. These regulations and basic information on How To Do Business with the State of Rhode Island are posted on the Rhode Island Vendor Information Program Website (www.purchasing.ri.gov).

4.3. EQUAL EMPLOYMENT OPPORTUNITY. Compliance certificate and agreement procedures will apply to all awards for supplies or services valued at $10,000 and more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1, of the Rhode Island General Laws, also apply.

4.4. PERFORMANCE BONDS. Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island. Performance bonds must be submitted within 21 calendar days of the issuance of a tentative notice of award.

4.5. DEFAULT. After an award has been made, failure to meet all requirements of the solicitation for an offer may result in a determination of default.