



**Solicitation Information**  
July 14, 2017

**RFP # 7554537 (MPA # 388)**

**TITLE: Emergency Management and Homeland Security Services**

**Submission Deadline: August 16, 2017 @ 2:00 PM (Eastern Time)**

**PRE-BID/ PROPOSAL CONFERENCE: No**

Questions concerning this solicitation may also be e-mailed to the Division of Purchases at [questions@purchasing.ri.gov](mailto:questions@purchasing.ri.gov) no later than **August 9, 2017 at 12:00 Noon (ET)**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP / LOI # on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

**SURETY REQUIRED: No**

**BOND REQUIRED: Yes** for responses to Solicitation # 1 Resource Distribution and 3 Debris Management only.

**INSURANCE REQUIRED: Yes**

Lisa Hill  
Chief Buyer

**Vendors must register on-line at the State Purchasing Website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).**

**NOTE TO VENDORS:**

Offers received without the entire completed three-page RIVP Generated Bidder Certification Form attached may result in disqualification.

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

## INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

- Potential offerors are advised to review all sections of this Request carefully, and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
- Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.
- All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content, shall be borne by the offeror. The State assumes no responsibility for these costs.
- Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
- All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
- Proposals misdirected to other State locations or which are otherwise not present in the Division of Purchases at the time of opening for any cause will be determined to be late and may not be considered. The "Official" time clock is in the reception area of the Division of Purchases.
- In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This will be a requirement only of the successful bidder (s).
- Offerors are advised that all materials submitted to the State of Rhode Island for consideration in response to this Request for Proposals will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.
- It is intended that an award pursuant to this Request will be made to a prime contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontracts are permitted, provided that their use is clearly indicated in the offeror's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.
- The State of Rhode Island has a goal of ten per cent (10%) participation by MBE's in all State procurements. For further information, visit the web site [www.rimbe.org](http://www.rimbe.org). To speak with an M.B.E. Officer, call (401) 574-8760.
- Interested parties are instructed to peruse the Division of Purchases web site on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP / LOI .
- In accordance with the General Laws of the State of Rhode Island, public agencies, municipalites, and regional school districts may participate in the contract awards resulting from this solicitation.

**Equal Employment Opportunity (RIGL 28-5.1)**

**§ 28-5.1-1 Declaration of policy.** – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Employment Opportunity Office, at 222-3090 .

**REQUEST FOR PROPOSALS**

The State is seeking proposals from qualified companies to establish pre-need, pre-event contracts to assist in a variety of emergency/disaster related services, as described within this solicitation. This solicitation, and subsequent award (s), is governed by the State’s General Conditions of Purchase, which is available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov). The State seeks to establish a list of qualified service providers, under MPA # 388, which will be utilized on an as-needed basis. As a Master Price Agreement, the agreement would be extended to municipalities and quasi-government agencies, at the discretion of the particular vendor listed on this MPA. Inclusion as a qualified vendor on an MPA is no guarantee of income.

The State of Rhode Island Department of Administration’s Division of Purchases on behalf of the Office of the Governor (the “Office”) and the Rhode Island Emergency Management Agency (“RIEMA”) collectively (the “State”) invite qualified firms to submit proposals for consideration to enter into pre-need, pre-position and pre-event contracts (which would result in no immediate cost to the State) for any one (1) or all of the following emergency management/homeland security projects:

**Unchecked boxes do not apply to this solicitation.**

- 1. To provide goods and services for resource distribution. For example, packaged ice, bottled water, and meals-ready-to-eat and the distribution thereof.
- 2. To provide professional consulting services via a well-qualified and experienced staff of personnel to work in concert with the Office and RIEMA to provide emergency and/or disaster assistance applicants with federal program support assistance.
- 3. To provide General Contracting services for Debris Management.

**The scope of services shall include, but not be limited to the following:**

- 1. **RESOURCE DISTRIBUTION:** the procurement and delivery of pre-packaged ice, bottled water, and meals-ready-to-eat to support emergency and/or disaster recovery and mitigation efforts in the event of a Presidential and/or Gubernatorial declared emergency/disaster or for other requirements as deemed necessary by the Office.
- 2. **FEDERAL PROGRAM EMERGENCY/DISASTER ASSISTANCE:**
  - a) **Pre-declaration:** 1) educating potential applicants on the federal public assistance program; 2) preparing and training potential applicants to conduct preliminary damage assessments; 3) performing

preliminary damage assessments with applicants and the Federal Emergency Management Agency (“FEMA”).

**b) Post declaration:** 1) participate in applicant briefings and inspection of damaged sites; 2) provide eligibility guidance, and insurance oversight services; 3) assist in preparing scope of work and cost estimates for projects; 4) assist applicants in preparing submissions to FEMA; 5) advise applicants on hazard mitigation opportunities; and (6) assist applicants in reporting and closeout activities.

3. **DEBRIS MANAGEMENT SERVICES:** debris removal from primary transportation routes and public and private property, including hazardous tree stumps. Establish and maintain temporary debris staging and reduction sites, if deemed necessary. Abate hazardous waste. Provide for debris disposal consistent with all applicable law.

**This solicitation is open to the general marketplace.**

### **General notices and Submittal Instructions**

**Registration:** All interested firms must register online at the RIVIP website: <http://www.purchasing.ri.gov>. All interested firms must fully complete sign and submit a RIVIP Bidder Certification Cover sheet. All three (3) pages must accompany each response submitted. Registration assistance is available from 8:30 am to 4:00 pm (EDT) by calling **401-574-8100**.

### **Submission package**

Please provide ten (10) hardcopies and two (2) CD ROMS (in Adobe PDF or Microsoft word format). All responses must include an executive summary, signature page, cost information, technical information/scope of work, responsive and evaluation criteria, company profile and attachments. All requested material must be bound or contained in a single volume and forwarded to: **Rhode Island Department of Administration Division of Purchases, Second Floor, One Capitol Hill, Providence, RI 02908-5855.**

### **Submission deadline**

The Purchasing Division (the “Division”) must receive submittals no later than the date & time listed on page one of this solicitation. The Division will not accept electronically transmitted, late, or misdirected submittals. The office clock for the purpose of registering the arrival of submissions is located in the reception area of the Department of Administration, Division of Purchases One Capitol Hill Providence Rhode Island. If fewer than three (3) interested firms respond to this solicitation, the Division may extend the deadline for submission and notify all interested parties by the posting of an addendum to the solicitation. Submittals will only be opened following the final submittal due date, as announced in the addendum. If three (3) or fewer firms submit responsive RFPs they will all be short listed for presentations and ranking.

### **Period of Irrevocability**

Submissions are considered irrevocable for a period of not less than sixty (60) days following the established due date and may not be withdrawn without the express written permission of the State Purchasing Agent.

**Certificate of Authorization (“COA”)**

Pursuant to Title 7, Chapter 1.1 of Rhode Island General Laws, no foreign corporation shall have the right to transact business in the State until it shall have procured a COA from the Rhode Island Secretary of State (401)222-3040. A copy of the current COA for the firm and the current Rhode Island registration for the individual(s) who would perform the work must be included in the response to this request for RFP.

**Submittal Costs**

Any and all costs associated with developing and/or submitting responses to this solicitation including oral or written clarifications of its content shall be the responsibility of the interested firm.

**Access to Public Records**

All materials submitted to the State for consideration will be considered public records as defined in Rhode Island General Laws 38-2.

**Selection Process**

Technical Review Committee (“TRC”) will be responsible for recommending the most qualified firms and ranking them for negotiation. The process for this procurement may proceed in the following manner:

**Review Process**

Division will review the submittals for summarization and delivery to TRC members. Division staff will serve in an information gathering capacity and will prepare a matrix of responses submitted. The matrix will contain the items described in the “Evaluation Criteria” and “Company Profile”. It will also contain the results of Division staff research and reviews of all vendor performance reports for State projects. Division staff will also identify any incomplete responses.

**Demonstrations**

If this box is checked, short-listed firms may be requested to demonstrate the nature of their proposed solution. If the TRC decides that demonstrations are necessary firms will receive a description of, and arrangements for, the desired demonstration. The TRC draws the order of demonstration by lots.

**Pricing**

Unchecked boxes do not apply to this solicitation.

Price will not be a factor in evaluating or ranking the interested firms.

The members of the TRC and the top ranked firm(s) will negotiate fees for goods and services. The Parties will negotiate a Guaranteed Maximum Price (“GMP”) for goods and services during the course of an emergency/disaster. All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

**Presentations/Interviews/Ranking**

All short-listed firms will have an opportunity to make an oral presentation to the TRC on the firm’s approach to the project(s) and their ability to perform. The TRC may provide a list of the subject matter for the discussion. The firms will have equal time to present but the question-and-answer time may vary. The TRC will rank the firms and report its final selection recommendations to the Division.

**Negotiation and Award**

If the Division does not object to the final ranking results, the TRC will begin the negotiation process with the first ranked firm until an agreement or impasse is reached. If an impasse occurs, the TRC

ceases negotiation with the firm and begins negotiations with the next-ranked firm. The TRC will present the resulting agreement to the Division and other appropriate approving authorities for execution.

**Unreasonable Charges**

Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors are placed on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the State of Rhode Island shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reach within ninety (90) days of notification.

**Vendor Protest**

In accordance with Rhode Island General Law and Division rules and regulations located at Internet link: <http://www.purchasing.ri.gov>. Any actual or prospective responder who is aggrieved in connection with the solicitation or proposed award of a contract may protest to the Division Purchasing Agent.

**Cancellation of Project**

The TRC, with the approval of the Division, may choose to cancel this project and recommend rejecting all RFPs.

**Scoring:** The TRC will score all proposals as follows:

Responsiveness Criteria	5 points
Evaluation Criteria	35 points
Company Profile	35 points
Scope of Services/Cost Information	25 points

Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all proposals, and to award in its best interest.

**Responsiveness Criteria**

**Minority Business Enterprise**

Rhode Island General Law Title 37 Chapter 14 establishes the State’s policy for participation by minority, women-owned, and disadvantaged business enterprises in all State contracts and in other selected activities. Pursuant to Title 37 chapter 14, projects under this request for RFP shall be awarded a minimum of ten percent 10% of the dollar value of the entire procurement or project.

If this box is checked, then this paragraph also applies to this solicitation. The TRC will use the interested firm’s submittal to this section of the RFP to determine the firm’s “responsiveness.” To be considered responsive requires the following actions.

**Submit the Letter of Intent and Utilization Plan forms and provide documentation as follows:**

- List each of the proposed Rhode Island-certified subcontractors or sub-consultants, the type of work each firm will perform, and the projected subcontract dollar amount and/or percentage of professional fees to be awarded, if selected.

- For each participating firm, indicate the agreed subcontract amount executed with the responding firm's signature and countersigned by the proposed subcontractor or sub-consultant listed on the Utilization Plan form.
- For any instances where the specific goals were not achieved, list the subcontractors or sub-consultants formally contacted and the reason unavailable to perform or whose bid was not considered.
- If the Responder is unable to engage sufficient firms to achieve the participation goals established for the RFP, the responder may forward documentation indicating that it made a good-faith effort to meet the goal. The TRC and/or the MBE Compliance Office Administrator will evaluate the weight of the evidence to determine if the Responder's effort was made in good faith. A pro-forma submittal will be considered non-responsive. Evidence of good-faith effort on the part of the Responder should minimally include successful completion and submission of the following requirements:
  - Attendance at any pre-submission meeting;
  - Timely advertisement in minority/women-owned general circulation media, trade association publications, and minority-focus media, newspapers and articles;
  - Efforts to assist the designated category of business enterprise subcontractors or sub-consultants in obtaining bonding or insurance required by the RFP, if any or the State of Rhode Island and the extent of these efforts;
  - Written solicitation (work specific) to the designated business enterprise firms; and
  - Documentation of all outreach activities relating to solicitation to designated business enterprise firms.

**Term of Agreement**

**Award(s) resulting from this solicitation will be for a three-year period with a two-year renewal option at the State's discretion.**

**Evaluation Criteria**

**Project-Specific Criteria: Note: additional information may be required. Please number responses accordingly.**

1. Identify the office location responsible for this project.
2. Identify Project Manager and key personnel, including résumés. The State reserves the right to reject personnel.
3. Provide evidence of satisfactory completion of similar projects in the past five (5) years at similar facilities to include scope, duration and if the project(s) were completed on time and within budget.
4. Describe any cost savings that would arise as a result of the firm's ability to provide goods and/or services in more than one category. (Example, resource distribution and debris management)
5. Identify sub-contractors, sub-consultant (s) that may be used on the project(s), outside of complying with the Minority Business Enterprise goals. (Do **NOT** submit SF 330 for sub-consultants).

6. Provide evidence of ability and experience in providing goods and services in the emergency management and homeland security arena that involve input from a variety of governmental and community interests.
7. Provide evidence of ability and experience in completing projects within predetermined budget and time constraints and under extreme circumstances such as a natural or man-made emergency/disaster.
8. List all projects, including contract numbers, with the State of Rhode Island during the past five (5) years – completed or active.
9. Provide references for all cited project(s) – completed or active.
10. Provide evidence of substantial experience within the State of Rhode Island
11. Provide evidence of knowledge and experience with Rhode Island Laws, regulations as well as with Rhode Island State and local agencies responsible for emergency management and homeland security. (for example, Office of the Governor, RIEMA, Rhode Island State Police, Department of Health, Department of Transportation, Department of Environmental Management).
12. Complete the appropriate provisions of the Lobbying, Debarment, Suspension, Drug-Free Workplace form. The form can be downloaded from Internet Link <http://www.ojp.usodj.gov/Forms/cert.pdf>

**Company Profile: note additional information may be required. Please number responses accordingly.**

1. Supply legal firm name, headquarters address, local office addresses, state of incorporation, and key firm contact names.
2. Supply the interested firm's federal ID number
3. Is the interested firm legally authorized, pursuant to the requirements of the Rhode Island Statutes, to do business in the State of Rhode Island?
4. Provide information about the firm's financial capabilities by supplying audited balance sheets, income statements, and annual reports for the past three (3) years. Include non-disclosure statement for privately held companies.
5. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the interested firm, its parent or subsidiaries, predecessor organization(s), or any wholly owned subsidiary during the past five (5) years. Include in the description the disposition of each such petition.
6. List all claims, arbitrations, administrative hearings, and lawsuits brought by or against the interested firm, its predecessor organization(s), or any wholly owned subsidiary during the last five (5) years. The list shall include all case names; case, arbitration, or hearing identification numbers; the name of the project over which the dispute arose; a description of the subject matter of the dispute; and the final outcome of the claim.
7. List and describe all criminal proceedings or hearings concerning business related offenses in which the interested firm, its principals, officers, predecessor organization(s), or wholly owned subsidiaries were defendants.
8. Has the interested firm, its principals, officers, or predecessor organization(s) been debarred or suspended from bidding by any government during the last five (5) years? If yes, provide details.



- 9. Has your company ever failed to complete any work awarded to you? If so, where and why?
- 10. Has your company ever been terminated from a contract? If so, where and why?
- 11. Insurance Requirements: Firms responding to Solicitation 3 must provide a Certificate of Insurance indicating that the firm currently carries insurance. The level of insurance in effect at the time of submittal may be insufficient; therefore a letter from the insurance carrier indicating upgrade availability must also be submitted.

**Scope of Services/Cost Information**

The State is seeking proposals from qualified companies, hereafter referred to as Contractor, to establish pre-need, pre-event contracts to assist in a variety of emergency/disaster related services. However, Contractors may be called upon throughout the year to assist with events other than full-scale disaster emergencies. The contracts shall not be considered exclusive. The State retains the right to obtain similar services from additional contractors. All responders must provide complete all inclusive price proposals for all goods/services to be provided as outlined in the RFP. Please include all hourly rate charges for personnel, heavy equipment and vehicles, including any travel time and deployment fees (for example mileage, storage, standby time). Indicate the number of personnel, heavy equipment and vehicles that are employed or owned by the company. Please include details about the company's invoicing policy. Attach Certificates for Worker's Compensation, General liability and Vehicle/Equipment Insurance.

**Contractor shall carry at all times the following insurance coverage:**

- Worker's Compensation: \$ 500,000
- Contractor's General Liability \$1,000,000
- Contractor's Vehicle Ins.
  - Combined Single Limit \$1,000,000 each occurrence
  - Bodily Injury
  - Property Damage, and in addition non-owned and/or hired vehicles and equipment

**Scope of work #1 Resource Distribution:**

Services shall include but not be limited to the procurement of packaged ice, bottled water and meals-ready-to-eat and the distribution of such goods throughout stricken areas of Rhode Island as directed by the State.

**Bond:** Contractor will be required to post a Performance and Payment bond in an aggregate amount of One Million Dollars (\$1,000,000.00) throughout the contract execution period, when the State requests initiation of the Resource Distribution contract, until such time as the scope of work contained in the contract are complete as determined by the State.

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**Scope of work #2 Federal Program Assistance**

Services shall include but not be limited to providing the State with Federal Stafford Act Public Assistance, support during the pre-declaration, recovery, reporting, and closeout phases of managing a disaster/emergency.

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**Scope of work # 3 Debris Management:**

Services shall include but not be limited to Large scale vegetative and construction and demolition (“C&D”) debris removal, separation, staging, and disposal; demolition work, hazardous waste handling; tree trimming, erection, stump grinding and removal; marine salvage operations; sand removal from roads, streets, and right-of-ways; beach sand screening and replacement, and emergency berm construction. A separate charge or combination of per hour or per ton charge will be considered. However, no payments will be based on time and material costs unless limited to work performed during the first 70 hours of actual work following a disaster event.

- Crew Price:**
- A. \$ \_\_\_\_\_ per ton mixed debris and C&D
  - B. \$ \_\_\_\_\_ per ton yard waste debris
  - C. \$ \_\_\_\_\_ per hour mechanical loader with operator
  - D. \$ \_\_\_\_\_ per hour Dump truck with operator
  - E. \$ \_\_\_\_\_ per hour personnel Labor
  - F. \$ \_\_\_\_\_ unit price for stump extraction

**Bond:** Contractor will be required to post a Performance and Payment bond in an aggregate amount of One Million Dollars (\$1,000,000.00) throughout the contract execution period, when the State requests initiation of the Debris Removal Contract, until such time as the scope of work contained in the contract are complete as determined by the State.

**Legal Requirements: note additional requirements may apply.**

1. **Standard Agreement Language:** A library of standard agreement terms and conditions resides at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
2. **Type of Firm.** Provide a statement attesting to whether the firm is a supplier/distributor or a manufacturer of the offered solution.
3. **Discrimination Prohibited:** Compliance with the American with Disabilities Act is required. No person shall on the grounds of race, color, or religion, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity funded in whole or in part with funds made available under the Omnibus Crime Control and Safe Streets Act of 1968, as amended, specifically the nondiscrimination provision that appears at 42 U.S.C. § 3789c(1). Recipients/sub-grantees of funds under the Act are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681; the Age Discrimination Act of 1975, 42 U.S.C. §6102; and DOJ Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E and G.
4. **Equal Opportunity Program Requirements.** All firms awarded a contract(s) must ensure that their employment practices comply with Equal Opportunity Requirements, 28 CFR 42.207, 42.301 et seq.,

Rhode Island General Laws Title 28 Chapter 5 through 6; and Gubernatorial Executive Orders governing the promotion of a diverse workforce, equal opportunity, and the prevention of sexual harassment and including where applicable, the requirement of sub-grantees to formulate, implement and file an Equal Opportunity Employment Plan with RIEMA and the Office of Justice Programs, Office for Civil Rights.

5. **Application of legal requirement to sub-contractors, sub-consultants.** Whenever a firm awarded a contract(s) chooses to implement a project by further sub-contracting or consulting all or any part of the contract(s), the firm shall include the provisions of these standard legal requirements in a further sub-contract which shall be reduced to writing and submitted to the Division for **prior approval**. Such implementing sub-contractors and/or consultants, when utilized by the firm, may be responsible for the day-to-day operations of the project, including hiring, terminations, and budget revisions, however, only when the contracts between the firm and the implementing sub-contractors and/or consultants so specify. A signed copy of all such contracts must be forwarded to the Division.
6. **Ethical Standards/prohibited political activity/Campaign Contributions.** It is the responsibility of all firms awarded a contract to comply with applicable provisions of Rhode Island General Law Chapter 14 Title 36 Code of Ethics; Rhode Island General Law Chapter 17 Title 26 Reporting of Political Contributions by State Vendors.

**SCOPE OF WORK/PROPOSED FEE SCHEDULE**

<p><b>1</b></p>	<p>Vegetative storm debris picked up at the designated work zone, hauled and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Mileage Radius:</p> <p style="padding-left: 150px;">0-15 Miles 16-30 Miles 31-60 Miles</p>	<p>\$ _____ cu.yd /\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton</p>
<p><b>2</b></p>	<p>Construction and Demolition debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Mileage Radius:</p> <p style="padding-left: 150px;">0-15 Miles 16-30 Miles 31-60 Miles</p>	<p>\$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton</p>
<p><b>3</b></p>	<p>Storm deposited soils (silt, sand, etc.) picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or final disposal site. Mileage Radius:</p> <p style="padding-left: 150px;">0-15 Miles 16-30 Miles 31-60 Miles</p>	<p>\$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton</p>
<p><b>4</b></p>	<p>C&amp;D debris, documented and validated by load-haul tickets, hauled from the TDSRS for final disposal at a Client approved recycling facility, disposal site or landfill. Mileage Radius:</p> <p style="padding-left: 150px;">0-15 Miles 16-30 Miles 31-60 Miles 61-90 Miles 91-120 Miles</p>	<p>\$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton</p>
<p><b>5</b></p>	<p>Vegetative debris, documented and validated by load-haul tickets, hauled from the TDSRS for final disposal at a Client approved recycling facility, disposal site or landfill. Mileage Radius:</p> <p style="padding-left: 150px;">0-15 Miles 16-30 Miles 31-60 Miles 61-90 Miles 91-120 Miles</p>	<p>\$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton \$ _____ cu.yd/\$ _____ ton</p>
<p><b>6</b></p>	<p>Tipping fees/disposal costs for all waste at final disposal site(s) shall be paid by CLIENT.</p>	<p>Direct cost passed to client</p>
<p><b>7</b></p>	<p>Management, Processing and Loading of all eligible debris and/or residue at TDSRS sites. Includes locating, leasing (if required), preparing and layout of site management, maintenance and operation of the TDSRS, receiving, sorting, segregation, processing and reduction of debris (grinding, shredding, compacting, or otherwise reducing as directed by the Client), furnishing materials, supplies, labor, tools and equipment necessary to perform services, maintenance of internal roadways, providing traffic control, dust control, erosion control,</p>	<p>\$ _____ cu.yd/\$ _____ ton</p>

	inspection tower(s), lighting, hazardous/toxic waste (HTW) containment areas, fire protection, all required permits, environmental monitoring, safety measures, loading reduced/stored material, initiating load tickets for final disposition and closure and remediation of TDSRS.	
8	Hazardous Trees (standing) – Trees will be evaluated by the Client or its designated representative and shall make a determination of its condition (hazardous or non-hazardous). Trees designated hazardous shall be cut down and hauled to the TDSRS for reduction. Trees will be measured 24 inches above the ground must be at least 12 inches in diameter. Trees with branches remaining– FEE ONLY TO CUT TREE  12"–13" diameter 13.1" – 24" diameter 24.1" – 48" diameter 48.1" and greater diameter	  \$ _____/tree \$ _____/tree \$ _____/tree \$ _____/tree
9	Dangerous Hanging Limbs – will be considered any hanging/damaged tree limb having a diameter of 2" or greater that is above the ROW. The contractor at the Client's, or its designated representative, discretion and direction shall remove hangers according to the following costs: 2" – 4 " diameter 4.1" – 12" diameter 12.1" and greater diameter	  \$ _____/limb \$ _____/limb \$ _____/limb
10	Fallen Trees – The CONTRACTOR shall cut a fallen tree which extends onto the ROW from private property, at the point where it enters the ROW. Vegetative debris will be placed on the ROW for collection as addressed under item #1. (a.)	\$ _____/tree
11	White Goods – The CONTRACTOR shall load, haul, and dispose or recycle all eligible white goods in accordance with all federal, state and local rules, regulations and laws	\$ _____/unit
12	Freon Recovery – The CONTRACTOR SHALL REMOVE AND RECOVER Freon from any white goods, such as refrigerators, freezers or air conditioners, at the TDSRS or final disposition site in accordance with all federal, state, OSHA and local rules, regulations and laws and contractor must maintain all licenses to perform said work	\$ _____/unit
13	Refrigerator Contents – Refrigerator contents shall be removed, staged if necessary, and hauled to the Parish's current contracted municipal solid waste facility	\$ _____/ton
14	Mobilization and Demobilization – All arrangements necessary to mobilize and demobilize the CONTRACTOR's labor force and machinery needed to perform the Scope of Services contained herein shall be made by the CONTRACTOR including monitoring stands at temporary and permanent landfill sites.	\$ _____/unit
15	Temporary Storage of Documents – The CONTRACTOR shall provide storage of daily or disaster-related documents and reports for protection during the disaster event	\$ _____/unit
16	Debris Planning Efforts – The CONTRACTOR shall assist in all disaster debris recovery planning efforts as requested by the CLIENT. These planning efforts shall include, but are not limited to, development of a <i>Debris Management Plan</i> , identification of adequate temporary debris storage and reduction sites, estimation of debris quantities, and emergency action plans for debris clearance following a disaster event.	\$ _____/unit

17	<p>Closure and Remediation of the TDSRS – The CONTRACTOR shall remove all CONTRACTOR equipment and temporary structures and shall dispose of all residual debris from the TDSRS at an approved final disposition site. The CONTRACTOR is responsible for the reclamation and remediation of the TDSRS site to its original state prior to use by CONTRACTOR.</p>	\$ _____/unit
18	<p>Reporting and Documentation – The CONTRACTOR shall provide and submit to the CLIENT all reports and documents as may be necessary to adequately document the Debris Recovery Services in accordance with FEMA/State requirements</p>	\$ _____/unit
19	<p>Hazardous Stumps (Removal, Backfill, Haul to TDSRS) – The removal and hauling of hazardous stumps is a unique process requiring specialized equipment. Each stump will be measured by the Client and Contractor three (3) feet above normal ground level, to determine the diameter of the trunk. Once the diameter is established, the stump will be physically numbered by the best means available, photo documented by the Client and recorded by inspector on a specific record provided by Client.</p> <p style="margin-left: 40px;"> ≤ 6" diameter  6.1" – 12" diameter  12.1" – 24" diameter  24.1" – 48" diameter  48.1" &gt; diameter </p>	<p>\$ _____ each  \$ _____ each  \$ _____ each  \$ _____ each  \$ _____ each</p>
20	<p>Spoiled Food and Non-Hazardous Waste Removal and Disposal – The removal, loading, hauling, handling, staging, and hauling to the approved disposal site of spoiled food and non-hazardous waste that requires special handling required by the Client.</p>	\$ _____/ton
21	<p>Household Hazardous Waste (HHW) – Only when directed by the Client, search safely accessible residential structures, including garages and detached outbuildings, and remove and stage on the right-of-way (ROW) all HHW and document reason any house that is considered inaccessible. HHW will be removed and disposed by others.</p>	\$ _____ /municipal address
22	<p>Private and Public Property Demolition and Debris Removal – The Contractor shall operate beyond the Public Right-of-Way (ROW) only as identified and directed by the Client. Operations beyond the ROW on private property shall be only as necessary to abate imminent and significant threats to public health and safety or property or ensure the economic recovery of the community at large. Such work includes but is not limited to, the demolition of structures and the removal and relocation of the debris to the public ROW for later trucking and disposal by other pay items in the proposal. The work also includes disconnecting public utilities, coordinating with Private utility companies, removal of white goods to be put on the public ROW for pick-up under separate pay items, proper handling of asbestos containing materials as identified by Client.</p>	\$ _____/sq. ft. of ground floor space

23	Removal of Unsafe Debris from Within Private or Public Structures - The Contractor shall operate within public or private structures only as identified and directed by the Client. Operations within private or public structures shall be only as necessary to abate imminent and significant threats to public health and safety of the community and shall include, but is not limited to, the removal and relocation of the debris within the structures to the public ROW for later trucking and disposal by other pay items in the proposal.	\$_____/sq. ft. of improved floor space
24	Mold Remediation – The Contractor shall operate within public or private structures to remediate mold only as identified and directed by the Client. Operations within private or public structures shall be only as necessary to abate imminent and significant threats to public health and safety of the community and shall include, but is not limited to, the remediation of old hazardous mold within the structures and certify that the hazardous mold has be completely removed	\$_____/sq. ft. of improved floor space
25	TDSRS site development, maintenance and reclamation where applicable.	\$_____ per site, per week
26	TDSRS site procurement.	Cost to be established by

NAME OF FIRM \_\_\_\_\_

**(This form must be completed and returned)**

**PROPOSAL SUBMITTAL SIGNATURE FORM**

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract of the firm is awarded the Contract by the State. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements, and any other documentation relating to this request, and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. \_\_\_\_, Dated \_\_\_\_\_, Addendum No. \_\_\_\_, Dated \_\_\_\_\_ Addendum No. \_\_\_\_, Dated \_\_\_\_\_

Type of Organization (please check one): INDIVIDUAL

PARTNERSHIP

CORPORATION

JOINT VENTURE

\_\_\_\_\_  
Firm Name Telephone Fax

\_\_\_\_\_  
Home Office Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Address: Office Serving State of Rhode Island, other than above

Signature Date \_\_\_\_\_

(This form must be completed and returned)

**Mobilization**

CONTRACTOR will aggressively strive to mobilize the management, equipment, operators, and laborers required to begin debris removal operations according to the following schedule:

<u>Category 1 &amp; 2</u>	<u>Category 3</u>	<u>Category 4</u>	<u>Category 5</u>	
Within 24 hours	40%	25%	20%	15%
Within 48 hours	80%	40%	35%	25%
Within 72 hours	100%	75%	50%	45%
Within 96 hours	-	100%	70%	60%
Within 1 week	-	-	90%	80%
Within 2 weeks	-	-	100%	90%
Within 3 weeks	-	-	-	100%



**PROPOSED FEE SCHEDULE**

**EQUIPMENT**

DESCRIPTION	UNIT COSTS			
	HOUR	DAY	WEEK	MONTH
30-60 TON CRANE				
61-90 Ton CRANE				
100 – TON CRANE				
AIR CURTAIN INCINERATOR, SELF- CONTAINED SYSTEM				
TUB GRINDER,800– 1,000 HP				
BACKHOE LOADER				
SKID STEER LOADER				
BROOM TRACTOR				
BUCKET TRUCK WITH 50' – 60' ARM				
BULLDOZER, TRACKED, D5 OR SIMILAR				
BULLDOZER, TRACKED, D6 OR SIMILAR				
BULLDOZER, TRACKED, D7 OR SIMILAR				
BULLDOZER, TRACKED, D8 OR SIMILAR				
DUMP TRUCK, 5-12 CUBIC YARD CAPACITY				
DUMP TRUCK, 12-20 CUBIC YARD CAPACITY				
DUMP TRUCK, 21-40 CUBIC YARD CAPACITY				

DUMP TRAILER WITH TRUCK, 31-60 CUBIC YARD CAPACITY				
DUMP TRAILER WITH TRUCK, 61-90 CUBIC YARD CAPACITY				
GENERATOR WITH LIGHTING, MOBILE				
GRADER WITH 12' BLADE				
HYDRAULIC EXCAVATOR, 1.5 CUBIC YARD CAPACITY				
HYDRAULIC EXCAVATOR, 2.5 CUBIC YARD CAPACITY				
SELF-LOADING DUMP TRUCK WITH KNUCKLE BOOM AND DEBRIS				
PICKUP TRUCK				
FLATBED TRUCK				
LOWBOY TRAILER WITH TRACTOR FOR EQUIPMENT TRANSPORT				
WATER TRUCK				
SERVICE TRUCK				
FRONT-END LOADER, 950 OR SIMILAR				
FRONT-END LOADER, 966 OR SIMILAR				
FRONT-END LOADER, 980 OR SIMILAR				
FRONT-END LOADER/BACKHOE 1.0-1.5 CUBIC YARD CAPACITY				
SOIL COMPACTOR, UP TO 80 HP				
SOIL COMPACTOR, 81 + HP				
TEMPORARY OFFICE TRAILER				
MOBILE COMMAND AND COMMUNICATIONS TRAILER				

## HARARDOUS MATERIALS REMEDIATION AND ABATEMENT RATES

### PERSONNEL

PROJECT CLASSIFICATION Rate	RATE PER HOUR
PROJECT COORDINATOR	
FIELD HAZARDOUS MATERIAL (HM) MANAGER	
HM CONTAIN AREA MANAGER	
FIELD PROJECT SUPERVISOR	
HM AREA SUPERVISOR	
FIELD PROJECT FOREMAN	
HM CONTAINMENT AREA FOREMAN	
FIELD HM TECHNICIAN	
HM CONTAIN AREA TECHNICIAN	
HEALTH & SAFETY SPECIALIST	
PROJECT ENGINEER	
PROJECT GEOLOGIST	
CHEMIST	
REGULATORY MANAGER	
EQUIPMENT OPERATOR	
ASBESTOS ABATEMENT SUPERVISOR	
ASBESTOS ABATEMENT WORKER	
ASBESTOS INSPECTOR	
TRUCK DRIVER	
ADMINISTRATIVE ASSISTANT	
CLERICAL	

VEHICLES/TRANSPORTATION

DESCRIPTION	COST UNIT			
	HOUR	DAY	WEEK	MONTH
PICKUP TRUCK				
PICKUP TRUCK EXTENDED CAB				
PICKUP TRUCK 4 X 4				
PICKUP TRUCK 1 TON				
BOX TRUCK				
PASSENGER CAR				
20' RESPONSE TRAILER				
36' RESPONSE TRAILER				
OFFICE TRAILER				
FLATBED TRAILER				
VEHICLE USE – PICKUPS, VANS, CARS				
VEHICLE USE – TRAILER, HEAVY TRUCKS				
12' WORKBOAT W/MOTOR				
12' WORK BOAT W/O MOTOR				
VACUUM TRUCK 3500 GALLON				

PERSONAL PROTECTIVE EQUIPMENT (PPE)

DESCRIPTION	COST UNIT
LEVEL A EMPLOYEE FULLY ENCAPSULATED SUIT, SCBA, 1 SCBA BOTTLE, GLOVES AND BOOTS (DOES NOT INCLUDE SUIT, GLOVE, OR BOOT REPLACEMENT)	DAY
LEVEL B EMPLOYEE PROTECTIVE COVERALL, SCBA OR AIRLINE RESPIRATOR, GLOVES, BOOTS, AND HARD HATS (DOES NOT INCLUDE COVERALL OR GLOVE REPLACE.)	DAY
LEVEL C EMPLOYEE PROTECTIVE COVERALL HALF OR FULL FACE RESPIRATOR, CARTRIDGES, GLOVES, BOOTS, AND HARD HATS (DOES NOT INCLUDE COVERALL, CARTRIDGE, OR GLOVE REPLACEMENT.)	DAY
SCBA BOTTLES REFILL – AFTER THE FIRST INCLUDED IN LEVEL A & B CHARGE ABOVE	EACH
CASCADE AIR SYSTEM PER EMPLOYEE	DAY
AIR FILTRATION PANAL	DAY
AIRLINE RESPIRATOR EACH INCLUDES 150 FEET OF AIRLINE	DAY
RESPIRATOR AIRLINE 50' SECTION	EACH
HIGH HAZARD PERSONNEL DECONTAMINATION	DAY
LOW HAZARD PERSONNEL DECONTAMINATION	DAY
PERSONNEL RETRIEVAL SYSTEM	DAY
PERSONNEL RETRIEVAL HARNESS	DAY

DESCRIPTION	UNIT COST		
	EACH	DOZEN	GROSS
RESPIRATOR CARTRIDGES (PAIR)			
LEVEL A SUIT – KAPPLER RESPONDER OR EQUAL			
LEVEL B SUIT – KAPPLER RESPONDER OR EQUAL			
TYVEK			
PROSHIELD			
SARANEX			
ACID SUIT			
RAIN SUIT			
NEOPRENE GLOVES (PAIR)			
NITRILE GLOVES (PAIR)			
SILVERSHIELD GLOVES (PAIR)			
PVC GLOVES (PAIR)			
COTTON OR LATEX GLOVES (PAIR)			
LEATHER WORK GLOVES (PAIR)			
PVC BOOTS (HAZMAX) (PAIR)			
BOOT COVERS (PAIR)			
HEARING PROTECTION (PAIR)			
PORTABLE EYEWASH STATION			
FIRST AID STATION			

DISASTER RECOVERY MONITORING/SAMPLING EQUIPMENT

DESCRIPTION	UNIT COST			
	HOUR	DAY	WEEK	MONTH
COMBUSTION GAS INDICATOR				
JEROME HYDROGEN SULFIDE DETECTOR				
JEROME MERCURY DETECTOR				
LUMEX MERCURY DETECTOR				
TOXIC GAS DETECTOR				
PHOTOIONIZATION DETECTOR				
HAZCAT KIT				
DETECTOR TUBES	PER TEN PACK			
PH PAPER	PER PACK			

PERSONNEL AIR SAMPLING PUMP				
ASBESTOS BULK SAMPLE	PER SAMPLE			
HAND AUGER STAINLESS STEEL				

HEAVY EQUIPMENT

DESCRIPTION	UNIT COST			
	HOUR	DAY	WEEK	MONTH
MECHANIZED BROOM				
BACKHOE				
BACKHOE EXTENDAHOE				
TRACKHOE 490 OR EQUIVALENT				
BULLDOZER D4 OR EQUIVALENT				
12 TON LOWBOY				
50 TON LOWBOY				
SKID STEER (BOBCAT)				
DUMP TRUCK				

RECOVERY EQUIPMENT

DESCRIPTION	COST UNIT			
	HOUR	DAY	WEEK	MONTH
HAND OPERATED TRANSFER PUMP				
1" DIAPHRAGM PUMP				
2" DIAPHRAGM PUMP				
2" DIAPHRAGM PUMP SS				
3" DIAPHRAGM PUMP				
1" SUCTION OR DISCHARGE HOSE				
2" SUCTION OR DISCHARGE HOSE				
3" SUCTION OR DISCHARGE HOSE				
2" CHEMICAL SUCTION OR DISCHARGE HOSE				
3" CHEMICAL SUCTION OR DISCHARGE HOSE				
SMALL COMPRESSOR				
185 CFM COMPRESSOR				
AIRHOSE SECTION				

MISCELLANEOUS EQUIPMENT

DESCRIPTION	COST UNIT			
	HOUR	DAY	WEEK	MONTH
PORTABLE LIGHT STAND				
4000-5000 WATT GENERATOR				
ELECTRICAL CORD SECTION (50')				
SPIKE BAR				
AIRLESS SPRAYER				
PRESSURE WASHER				
WATER HOSE SECTION (GARDEN)				
CUTTING TORCH				
WIRE WELDER				
AIR BLOWER				
HEPA VAC				
BARREL CART				
WHEELBARROW				
OIL DRY SPREADER				
TRAFFIC CONTROL VESTS, CONESS, FLAGS, BARRELS, ETC.				
DRILL WITH BITS				
GROUNDING CABLE AND ROD				
CIRCULAR SAW				
HAND TOOLS PER EMPLOYEE SHOVELS, SCOOPS, BROOMS, RAKES, HOES, ETC.				
TOOL KIT HAMMERS, PLIERS, SCREWDRIVERS, ETC.				
WRENCH KIT BUNG WRENCH, SPEED WRENCH, PIPE WRENCH, SOCKETS, CHANNEL LOCKS				
STEP LADDERS				
EXTENSION LADDERS				
PHOTOGRAPHIC EQUIPMENT				
PORTA JOHN				
FLASHLIGHTS				
HANDHELD RADIOS				
DECONTAMINATION CHARGE FOR ALL VEHICLES AND EQUIPMENT				



MATERIALS/DISPOSABLES

DESCRIPTION	COST UNIT		
	EACH	DOZEN	GROSS
5" X 10' ABSORBENT BOOM - PETROLEUM			
8" X 10' ABSORBENT BOOM - PETROLEUM			
3' X 12' ABSORBENT BOOM - UNIVERSAL			
ABSORBENT PADS BUNDLE - PETROLEUM			
ABSORBENT PADS BUNDLE - UNIVERSAL			
ABSORBENT CLAY BAG			
OIL DRY BAG			
PEAT MOSS			
VERMICULITE BAG			
SODA ASH BAG BAG			
4 MIL 20 X 100 POLYETHYLENE			
6 MIL 20 X 100 POLYETHYLENE ROLL			
6 MIL BAGS			
DUCT TAPE ROLL			
55- GALLON DRUMS			
55- GALLON DRUMS LINER 10 MIL			
FIBER DRUMS			
30-GALLON OVERPACK			
95 GALLON POLY OVERPACK			
DOT HAZARDOUS WASTE LABELS			
FIRE EXTINGUISHER			
CAUTION/HAZARD TAPE ROLL			
RESPIRATOR WIPES PACKAGE			
KAPPLER TAPE ROLL			



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)

**CONFLICT OF INTEREST AND CONFIDENTIALITY CERTIFICATE**

Solicitation /RFP#: \_\_\_\_\_

Solicitation Title: \_\_\_\_\_

A Conflict of Interest and Confidentiality Certificate must be signed and submitted to the Division of Purchases by any person who participates in the review and evaluation of vendor responses (a/k/a “proposals”) to public procurement solicitations.

Persons who participate in the review and evaluation of vendor proposals should conduct their personal and business affairs in a manner such that neither a conflict, nor the appearance of a conflict, arises between their interests and the interests of the State. A “conflict of interest” occurs when an individual’s private interest interferes in any way with the interests of the State as a whole. There may be an appearance of a conflict of interest when an objective outside observer could reasonably believe that a conflict exists. It is impractical to conceive of and set forth rules that cover all situations in which a conflict of interest may arise. The basic factor in all conflict of interest situations is, however, the division of loyalty or the perception of a division of loyalty, between the State’s best interests and the individual’s interests.

I hereby certify that the following statements are true, accurate, and based upon personal knowledge:

1. I was appointed to serve on or advise the committee to evaluate vendor responses to the above referenced solicitation; and,
2. I have read and understand Section 3, “Code of Ethics and Professional Behavior”, of the Division of Purchases’ Procurement Regulations (<http://www.purchasing.ri.gov/RIVIP/publicdocuments/RULES2011/SEC3.pdf>); and,
3. I have read and understand Governor Raimondo’s January 16, 2015 Executive Order No. 15-01 “Ethics and Integrity in Government” ([http://www.governor.ri.gov/documents/orders/ExecOrder15-01\\_01062015.pdf](http://www.governor.ri.gov/documents/orders/ExecOrder15-01_01062015.pdf)); and,

4. In performing my duties on said committee I shall adhere to the highest standards of ethical conduct; respect the public trust and the rights of all persons; be open, accountable and responsive; avoid the appearance of impropriety; and, not use my position on the committee for private gain or advantage; and,
5. I shall promptly report to the Chief Purchasing Officer and State Purchasing Agent any conflict of interest which exists or arises from service on the committee.

I further agree to abide by the following requirements for strict confidentiality before, during, and after the evaluation process, unless otherwise required by law:

- All documents and information relating to vendor proposals (content, budget, approach to problems, staffing) are to be kept in the strictest confidence.
- Impressions or judgments concerning the proposals are not to be discussed or shared with anyone except during the review meeting and with Division of Purchases' staff.
- Questions about any specific proposal or the review process are to be directed to the Division of Purchases. . Under no circumstances are questions to be addressed to or discussions to be conducted with vendors, members of the public, the press, State agencies,, friends, relatives, business associates, or other reviewers except during the actual committee meetings, etc. unless authorized in writing by the Division of Purchases
- Statements and notes of the reviewers are not to be shared with anyone except Division of Purchases' staff.
- Discussions concerning vendor proposals are to be confined to the committee meeting room.
- Proceedings of the committee meetings are to be kept in absolute confidence.
- All vendor proposals and review materials are to be returned to the Division of Purchases upon completion of the evaluation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Job Title

\_\_\_\_\_  
Department/Agency

Date: \_\_\_\_\_