



Request for Quote

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

CREATION DATE : 17-OCT-19
BID NUMBER: 7599815
TITLE: SNOW PLOWING SERVICES FOR NATIONAL
GUARD-ZONE 3

BLANKET START : 01-NOV-19
BLANKET END : 30-JUN-22
BID CLOSING DATE AND TIME:05-NOV-2019 10:00:00

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

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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: 1634566

Line	Description	Quantity	Unit	Unit Price	Total
1	FY20-FY22. Zone 3: AASF Quonset, Camp Fogarty Training Site, Sun Valley Armory. Snowplowing/sanding services per attached specifications.	1.00	Each		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer



STATE OF RHODE ISLAND 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.ridop.ri.gov

SPECIFICATIONS

**BID 7599815-SNOWPLOWING SERVICES FOR NATIONAL GUARD-ZONE 3
AASF QUONSET, CAMP FOGARTY, SUN VALLEY ARMORY
BID CLOSING DATE AND TIME: 11/5/19 AT 10AM**

This bid is specifically for the location identified as Zone 3 and includes AASF Quonset, Camp Fogarty Training Center and the Sun Valley Armory.

There will be a mandatory pre-bid conference for these locations on Thursday 10/24/19 starting at 9am. The first meeting location will be: Camp Fogarty, 2841 So. County Trail, East Greenwich, RI (immediately after inspecting the East Greenwich location we will move to the Quonset location. Vendors must attend both pre-bids (East Greenwich and Quonset) and will be required to sign in at each location). These are secured military facilities. Vendors are not allowed to enter on their own accord. As such the pre bid is MANDATORY. Any interested vendors will meet outside the main gate, at the address shown above, 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 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 and also you will need to provide proper identification, current insurance and registration. Any vendors denied access to the location(s) will not be allowed a follow-up visit.

Questions concerning this solicitation may be e-mailed to the Division of Purchases at doa.purquestions14@purchasing.ri.gov no later than October 28, 2019 at 5pm. Please reference the RFQ number on all correspondence. Questions should be submitted in a Microsoft word attachment. Answers to questions received, if any, will be posted on the internet as an addendum to this solicitation (www.ridop.ri.gov). It is the responsibility of all interested parties to download this information.

This bid will be one of four issued for various National Guard locations. Bid proposals for each individual bid MUST be submitted in separate envelopes and addressed according the instructions identified in the bid clause.



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All three years will be used in the bid tabulation. Lines with the notation "if requested" and lines asking for an hourly rate will not be used in the bid tabulation. Bidders who are not consistent in their bid pricing will be deemed not responsible. For example:

Vendor bids \$500 per event for this line:

FY 20 SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS
UP TO 12"

Then bids \$750 per event for this line:

FY 20 SNOW PLOW/NG/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS
12.1" TO 24"

Then bids \$250 per event for this line:

FY 20 SNOW PLOW/NG/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS
OVER 24.1"

That vendor will be deemed not responsible.

Removal of snow from property and relocation of snow on property are by request only. This request must be in writing (i.e. text message, email, etc.). Any bill submitted for a request only item, without evidence of written authorization, will not be paid. No exceptions. The names of personnel who will be responsible for making such a request will be distributed to the awarded vendor when the purchase order is issued.

In addition to the normal insurance requirements, vendors and their sub-contractors, are required to submit a rider specifically for snow plowing.

For the purposes of this bid:

FY 20 represents the time period from 11/1/19 to 6/30/20.

FY 21 represents the time period from 7/1/20 to 6/30/21.

FY 22 represents the time period from 7/1/21 to 6/30/22.

Quantities shown are estimates only, strictly for bidding purposes.



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

"Removal of snow from premises" refers to the loading of plowed snow onto trucks and dumping at another location.

"Relocation of snow on premises" refers to the relocating of plowed snow to a different area within that agency's premises.

Contractors will commence snow plowing operations at any and all times of the day to ensure that the Army National Guard Sites are accessible 24 hours a day 7 days a week.

o Contractor is responsible for marking/staking each location prior to each plowing season to prevent plow damaging lawn/sidewalks, and curbing. The cost of staking should be included in your bid price. There will not be a separate line for staking properties. If damage is found while the Vendor is staking the property, the Vendor shall be responsible for notifying the Contact Manager in writing. The State of RI will reject any claim that the area was damaged before snow plowing commenced if the claim was not made before the first storm.

o Contractor will be responsible to repair and all damage done during snow removal

o Contractors will start plowing sites automatically on storm/event 1" of snow or more

o Contractor will run snowplowing operations AS NEEDED to ensure all driveways and parking areas indicated on area maps will have no more than 1" of snow accumulation.

o Contractors will apply sand and salt to all areas where snow was removed to ensure they are kept clear of snow and ice hazards every time snow removal occurs.

Vendor terms and guideline

- Minimum of 5 years in business
- All employees are to be OSHA trained and possess an OSHA10 card.
- A working Project manager /Supervisor will be designated with a full understanding of all job tasks, property locations and scheduling information to be able to communicate with the National Guard.
- Emergency cell# of working Project manager /Supervisor will be issued to National Guard.



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ADDITIONAL INFORMATION

- Vendors are not required to submit their pricing on a disc.
- There are no sidewalks/entryways included in this bid. This is strictly for plowing.
- Bid calls for sand/salt to be applied after each time snow is plowed.
- If removal or relocation is requested there will be no transportation/portal to portal charge. That cost should be included in the hourly rate line.
- Vendors will have the use of bathroom facilities at each location.

Items required to be submitted:

3 page bidder certification form (make sure Section 3-Ownership Disclosure is filled in). Bid form Attachment A.

Attachment B (Contact and Equipment Information)

Attachment C (form acknowledges penalties for late submission of invoices)

Sign in sheet for pre-bid will serve as mandatory site visit form.

Maps of each area are attached to this bid in PDF format.

Note: Areas colored in green on the Camp Fogarty map will be taken care of by the National Guard.

ATTACHMENT A-BID FORM #7599815			
SNOW PLOWING/REMOVAL/SANDING SERVICES FOR ZONE 3 NATIONAL GUARD			
AASF-QUONSET, CAMP FOGARTY, SUN VALLEY ARMORY			
VENDOR NAME			
			PRICE
			ESTIMATED PER
			EVENTS EVENT TOTAL
FY 20	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS UP TO 12"	28	
FY 21	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS UP TO 12"	28	
FY 22	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS UP TO 12"	28	
FY 20	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS 12.1" TO 24"	7	
FY 21	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS 12.1" TO 24"	7	
FY 22	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS 12.1" TO 24"	7	
FY 20	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS OVER 24.1"	2	
FY 21	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS OVER 24.1"	2	
FY 22	SNOW PLOWING/SANDING PER EVENT AS PER ATTACHED SPECIFICATIONS OVER 24.1"	2	
			PER
			HOUR
FY 20	REMOVAL OF SNOW FROM PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 21	REMOVAL OF SNOW FROM PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 22	REMOVAL OF SNOW FROM PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 20	RELOCATION OF SNOW ON PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 21	RELOCATION OF SNOW ON PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 22	RELOCATION OF SNOW ON PROPERTY IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 20	ADDITIONAL PLOWING IF REQUESTED (SEE NOTE IN SPECIFICATIONS) ASSUME 1 TRUCK	1	
FY 21	ADDITIONAL PLOWING IF REQUESTED (SEE NOTE IN SPECIFICATIONS) ASSUME 1 TRUCK	1	
FY 22	ADDITIONAL PLOWING IF REQUESTED (SEE NOTE IN SPECIFICATIONS) ASSUME 1 TRUCK	1	
			PER
			APPLICATION
FY 20	ADDITIONAL SANDING/SALTING IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 21	ADDITIONAL SANDING/SALTING IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	
FY 22	ADDITIONAL SANDING/SALTING IF REQUESTED (SEE NOTE IN SPECIFICATIONS)	1	



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BID 7599815- Snow Plowing Services for National Guard-Zone 3
 AASF Quonset, Camp Fogarty, Sun Valley Armory
 ATTACHMENT B

OPENING DATE AND TIME: 11/5/19 AT 10:00AM

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
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



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 ATTACHMENT B

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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>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL SHEETS IF NECESSARY
 AWARDS MAY NOT BE MADE TO VENDORS WHO FAIL TO INCLUDE THIS
 INFORMATION.
 EQUIPMENT INFORMATION WILL BE VERIFIED WITH THE RI DMV. THE STATE OF
 RI ALSO REQUIRES THAT VEHICLES PROVIDED MUST BE CURRENTLY INSPECTED
 AND MUST MAINTAIN THIS STATUS THROUGHOUT THE TERM OF THIS
 AGREEMENT.



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One Capitol Hill, Providence, Rhode Island 02908-5855
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BID 7599815- Snow Plowing Services for National Guard-Zone 3
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ATTACHMENT C

OPENING DATE AND TIME: 11/5/19 AT 10:00AM

Invoices received after 30 days from event will be subject to a penalty as outlined below:

Received after 30 days vendor will be subject to a 10% deduction from their invoice(s).
Received after 60 days vendor will be subject to a 20% deduction from their invoice(s).
Received after 90 days vendor will be subject to a 30% deduction from their invoice(s).
Received after 120 days vendor will be subject to a 40% deduction from their invoice(s).
Received after 180 days vendor will be subject to a 50% deduction from their invoice(s).

Invoices received after 180 days will be subject to review and approval by Accounts and Controls.

By signing below vendor acknowledges that is has read, understands and accepts the terms and conditions set forth in this Attachment D.

This form should be submitted prior to the issuance of a purchase order.

Company Name

Authorized Signature

Date

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

INSURANCE REQUIREMENTS

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.

LICENSE REQUIREMENTS

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

RIVIP INFO - BID SUBMISSION REQUIREMENTS

It is the vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form should be attached to the front of the offer. Each bid proposal must be submitted in a separate sealed envelope with the bidder's name and address and the specific "Solicitation Number," "Solicitation Title," and the "Bid Proposal Submission Deadline" marked in the upper left-hand corner of the envelope.

The bid proposal must be delivered (via mail, messenger service, or personal delivery) to the Division of Purchases and date-stamped/receipted by the date and time specified for the bid proposal submission deadline. Bidders should mail bid proposals sufficiently in advance of the bid proposal submission deadline to ensure timely delivery to the Division of Purchases or, when delivering a bid proposal in person or by messenger, should allow additional time for parking and clearance through security checkpoints. Bid proposals must be addressed to:

Rhode Island Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill, Providence, RI 02908-5855

Bid proposals that are not received by the Division of Purchases by the bid proposal submission deadline for whatever reason will be deemed late and will not be considered. The submission time will be determined by the time clock in the Division of Purchases. Postmarks will not be considered proof of timely submission.

Bid proposals in electronic format are not accepted at this time.

At the bid proposal submission deadline, bid proposals will be opened and read aloud in public.

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.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.

AWARD

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