

Request for Quote

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

CREATION DATE : 18-DEC-19
 BID NUMBER: 7599892
 TITLE: REPLACEMENT DOORS, LOCKS, HARDWARE
 AND REPAIRS-DOC
 BLANKET START : 01-FEB-20
 BLANKET END : 30-JUN-22
 BID CLOSING DATE AND TIME: 15-JAN-2020 10:30:00

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

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

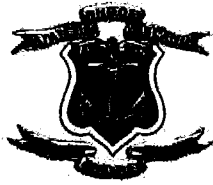
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 DOC FACILITIES & MAINTENANCE
 10 GARVEY ROAD
 CRANSTON, RI 02920
 US

Requisition Number: 1602609

Note to Bidders: Questions concerning this solicitation may be e-mailed to the Division of Purchases at doa.purquestions14@purchasing.ri.gov no later than January 3, 2020 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.

Line	Description	Quantity	Unit	Unit Price	Total
1	FY 20-FY22 HARDWARE, MATERIALS AT MANUFACTURER'S LIST PRICE LESS DISCOUNT - ____% (DISCOUNTS APPLIED MUST BE SHOWN ON ALL INVOICES)	1.00	Each		
2	FY20 STEEL CRAFT, STEEL RIBBED REINFORCED 14 GAUGE 3'-6" X 7'-2" X 2" DOOR W/100 SQUARE IN. OF GLASS W/FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK AND CLOSER REINFORCEMENT, PART #ULB BF 144.	1.00	Each		
3	FY20 STEEL CRAFT, WELDED FRAME, 14 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, BITUMINOUS COATED, PUNCH AND DIMPLED, AND CLOSER REINFORCED, PART #ULB F 144.	1.00	Each		
4	FY20 STEEL CRAFT, KNOCK DOWN FRAME, 16 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, REINFORCE FOR CONTINUOUS HINGE PART #DW164	1.00	Each		
5	FY20 STANLEY, HEAVY DUTY STAINLESS STEEL 5" X 4-1.2" NRP 32D HINGE PART #FBB199	1.00	Each		
6	FY20 LCN, SUPER SMOOTH DOOR CLOSER PART #4041-EDA-TBTRX-ALUM	1.00	Each		
7	FY20 ACROVYN DOOR, 90 MINUTE FIRE RATED, 3'-6" X 7'-2" X 1-3/4" W/100 SQ. IN. OF GLASS, FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK, BLOCKED FOR CLOSER (FINISH TO BE SELECTED)	1.00	Each		
8	FY20 90 MINUTE FIRE RATED SOLID WOOD CORE DOORS SIZED 3'-0" X 7'-2" TO 4'-0" X 7'-2" W/100 SQ IN OF GLASS. (FIRE LITE GLASS)PREFORATED FOR HINGE AND LOCK	1.00	Each		
9	FY20 MARKAR, CONTINUOUS HINGE 7' 0" PART #HG-306 SS.	1.00	Each		
10	FY20 REGULAR LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		

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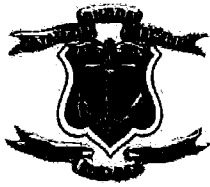
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Line	Description	Quantity	Unit	Unit Price	Total
11	FY20 OVERTIME LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		
12	FY20 REGULAR LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		
13	FY20 OVERTIME LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		
14	FY20 REGULAR LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
15	FY20 OVERTIME LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
16	FY20 REGULAR LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		
17	FY20 OVERTIME LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		
18	FY20 REGULAR LABOR RATE PER HOUR - WELDER	1.00	Hour		
19	FY20 OVERTIME LABOR RATE PER HOUR - WELDER	1.00	Hour		
20	FY20 REGULAR LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		
21	FY20 OVERTIME LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		
22	FY21 STEEL CRAFT, STEEL RIBBED REINFORCED 14 GAUGE 3'-6" X 7'-2" X 2" DOOR W/100 SQUARE IN. OF GLASS W/FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK AND CLOSER REINFORCEMENT, PART #ULB BF 144.	1.00	Each		

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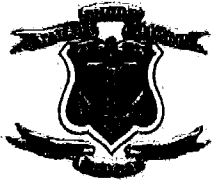
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Line	Description	Quantity	Unit	Unit Price	Total
23	FY22 STEEL CRAFT, STEEL RIBBED REINFORCED 14 GAUGE 3'-6" X 7'-2" X 2" DOOR W/100 SQUARE IN. OF GLASS W/FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK AND CLOSER REINFORCEMENT, PART #ULB BF 144.	1.00	Each		
24	FY21 STEEL CRAFT, WELDED FRAME, 14 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, BITUMINOUS COATED, PUNCH AND DIMPLED, AND CLOSER REINFORCED, PART #ULB F 144.	1.00	Each		
25	FY22 STEEL CRAFT, WELDED FRAME, 14 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, BITUMINOUS COATED, PUNCH AND DIMPLED, AND CLOSER REINFORCED, PART #ULB F 144.	1.00	Each		
26	FY21 STEEL CRAFT, KNOCK DOWN FRAME, 16 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, REINFORCE FOR CONTINUOUS HINGE PART #DW164	1.00	Each		
27	FY22 STEEL CRAFT, KNOCK DOWN FRAME, 16 GAUGE 3'-6" X 7'-2" X 7'-3/4" 2" HEAD, GALVANIZED, REINFORCE FOR CONTINUOUS HINGE PART #DW164	1.00	Each		
28	FY21 STANLEY, HEAVY DUTY STAINLESS STEEL 5" X 4-1.2" NRP 32D HINGE PART #FBB199	1.00	Each		
29	FY22 STANLEY, HEAVY DUTY STAINLESS STEEL 5" X 4-1.2" NRP 32D HINGE PART #FBB199	1.00	Each		
30	FY21 LCN, SUPER SMOOTH DOOR CLOSER PART #4041-EDA-TBTRX-ALUM	1.00	Each		
31	FY22 LCN, SUPER SMOOTH DOOR CLOSER PART #4041-EDA-TBTRX-ALUM	1.00	Each		
32	FY21 ACROVYN DOOR, 90 MINUTE FIRE RATED, 3'-6" X 7'-2" X 1-3/4" W/100 SQ. IN. OF GLASS, FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK, BLOCKED FOR CLOSER (FINISH TO BE SELECTED)	1.00	Each		

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33	FY22 ACROVYN DOOR, 90 MINUTE FIRE RATED, 3'-6" X 7'-2" X 1-3/4" W/100 SQ. IN. OF GLASS, FIRE LITE GLASS (CERAMIC) PREP FOR FOLGER ADAMS MOGUL 9300 LOCK, BLOCKED FOR CLOSER (FINISH TO BE SELECTED)	1.00	Each		
34	FY21 90 MINUTE FIRE RATED SOLID WOOD CORE DOORS SIZED 3'-0" X 7'-2" TO 4'-0" X 7'-2" W/100 SQ IN OF GLASS. (FIRE LITE GLASS)PREFORATED FOR HINGE AND LOCK	1.00	Each		
35	FY22 90 MINUTE FIRE RATED SOLID WOOD CORE DOORS SIZED 3'-0" X 7'-2" TO 4'-0" X 7'-2" W/100 SQ IN OF GLASS. (FIRE LITE GLASS)PREFORATED FOR HINGE AND LOCK	1.00	Each		
36	FY21 MARKAR, CONTINUOUS HINGE 7' 0" PART #HG-306 SS.	1.00	Each		
37	FY22 MARKAR, CONTINUOUS HINGE 7' 0" PART #HG-306 SS.	1.00	Each		
38	FY21 REGULAR LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		
39	FY22 REGULAR LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		
40	FY21 OVERTIME LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		
41	FY22 OVERTIME LABOR RATE PER HOUR - FABRICATOR	1.00	Hour		
42	FY21 REGULAR LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		
43	FY22 REGULAR LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		

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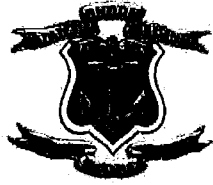
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44	FY21 OVERTIME LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		
45	FY22 OVERTIME LABOR RATE PER HOUR - APPRENTICE	1.00	Hour		
46	FY21 REGULAR LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
47	FY22 REGULAR LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
48	FY21 OVERTIME LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
49	FY22 OVERTIME LABOR RATE PER HOUR - INSTALLER	1.00	Hour		
50	FY21 REGULAR LABOR RATE PER HOUR - WELDER	1.00	Hour		
51	FY22 REGULAR LABOR RATE PER HOUR - WELDER	1.00	Hour		
52	FY21 OVERTIME LABOR RATE PER HOUR - WELDER	1.00	Hour		
53	FY22 OVERTIME LABOR RATE PER HOUR - WELDER	1.00	Hour		
54	FY21 REGULAR LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		
55	FY22 REGULAR LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		

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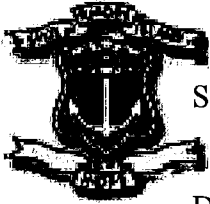
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Line	Description	Quantity	Unit	Unit Price	Total
56	FY21 OVERTIME LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		
57	FY22 OVERTIME LABOR RATE PER HOUR - WELDING FABRICATOR	1.00	Hour		
58	FY21 REGULAR LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		
59	FY22 REGULAR LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		
60	FY21 OVERTIME LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		
61	FY22 OVERTIME LABOR RATE PER HOUR - GENERAL LABOR	1.00	Hour		

Delivery: _____

Terms of Payment: _____

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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

BID 7599892
REPLACEMENT DOORS, LOCKS, HARDWARE AND REPAIRS
ADDITIONAL INFORMATION
BID CLOSING DATE AND TIME: 1/15/20 AT 10:30AM

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Vendors must bid all lines.

Cell phones are not permitted in secured areas of Correctional Facilities.

Vendor is required to have a valid purchase order prior to performing work in a DOC facility.

All vendor employees working on site will be required to have a BCI check (performed by the DOC).

Due to the length of the bid and time constraints this will be a NO READ bid. Buyer will only read the names of those vendors submitting bids.

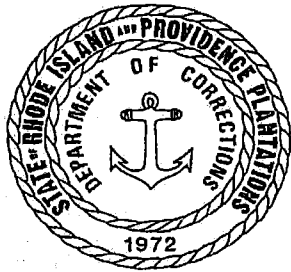
For the purposes of this bid:

FY 20 represents the time period from 2/1/20 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.

RHODE ISLAND DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE



POLICY NUMBER: 9.40-5 DOC	EFFECTIVE DATE: 10/27/14	PAGE 1 OF 8
SUPERCEDES: 9.40-4 DOC	DIRECTOR: <div style="text-align: right; font-family: cursive;"> <i>Richard T. Wall #</i> </div>	

SECTION: SECURITY AND CONTROL	SUBJECT: PROCEDURES FOR CONTRACTORS AT INSTITUTIONAL FACILITIES
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AUTHORITY: Rhode Island General Laws (RIGL) § 42-56-10(22), Powers of the director; (RIGL) § 38-2-2(4)(b) Public Records Act

REFERENCES: RIGL§ 38-2-2(4)(b); RIDOC policies 2.22 Procedures for Monitoring Compliance of Subcontractors with USDOJ Civil Rights Regulations; 3.14-2 DOC, Code of Ethics; 4.03-3 DOC, Orientation and Entrance-Level Training for Non-Correctional Officer Employees; 7.01-2 DOC, Accountability and Procedures for the Utilization of Community Agencies, Volunteers, Interns, and/or Employees of Outside Public and Private Organizations; 9.18-4 DOC, Introduction of Unauthorized Items Into the Adult Correctional Institutions; 9.23-2 DOC, Access to ACI Facilities by Staff and Persons Providing Services to RIDOC; 9.24-3 DOC, Entry to/Exit from to Secure Facilities; 10.35-2 DOC, Maintenance On-Call Procedures; DOJ Final PREA Standards 115.6 Definitions; 115.32 Volunteer and Contractor Training, 115.77 Corrective action for Contractors and Volunteers

INMATE/PUBLIC ACCESS?	X YES
SPANISH TRANSLATION?	X NO

I. PURPOSE:

To delineate the rules, regulations and procedures that must be followed by all contractors who provide services to the Rhode Island Department of Corrections (RIDOC) in its institutional facilities.

II. POLICY:

It is imperative that all contractors providing services in RIDOC's institutional facilities fully understand and adhere to the rules, regulations and procedures as directed by the

Department, to include the Department's Code of Ethics and Conduct (policy 3.14-2 DOC, or a successive policy). Failure to adhere to these rules and regulations may result in a delay of payment or non-payment of invoices, suspension of the contractor's or contractor's representative authorization to provide continuing services, and/or termination of the contract with RIDOC.

Departmental contract managers are responsible for the dissemination of this policy to all appropriate contractors and to ensure that contractors fully understand these rules and regulations. Contractors are, in turn, responsible for disseminating this policy to appropriate employees and subcontractors.

III. PROCEDURES:

A. Definition

For the purposes of this policy, a contractor is defined as any individual, organization, business, or program provider other than RIDOC employees who have been contracted by the State (or sub-contracted to a contractor of the State), or who are otherwise compensated to provide goods or services to RIDOC and who are required to enter secure areas of a correctional institution.

B. Orientation Program

1. If a contractor is to provide services which bring its workers into regular contact with inmates, such contractor or contractor's employees may be required to participate in an orientation program conducted by RIDOC's Training Academy in consultation with the appropriate administrator.

NOTE: This training shall include instruction that RIDOC has a zero-tolerance policy regarding sexual abuse and sexual harassment of inmates as well as other duties and responsibilities mandated by the Prison Rape Elimination Act Standards.

2. RIDOC contract managers should consult with the Assistant Director of Institutions and Operations or designee if there is a question as to the appropriateness of this training for a contractor or employees of the contractor.

NOTE: Any contractor who is exempted from NEO training shall be notified in writing by the RIDOC Contract Manager that RIDOC has a zero-tolerance policy regarding sexual abuse and sexual

harassment of inmates as well as other duties and responsibilities mandated by the Prison Rape Elimination Act Standards.

3. If an orientation is needed, it is the responsibility of the contract manager to arrange a session with the Training Academy.
4. A schedule of training can be obtained from the Training Academy.

C. ID Requirement

1. Contractors who are required to perform services within institutional facilities must obtain security clearances consistent with policy 9.23-2 DOC, Access to ACI Facilities by Staff and Persons Providing Services to RIDOC, or a successive policy.
2. A Photo Identification Card/Access to Facilities Application Form is submitted to the contract manager, who, in turn, processes the application with RIDOC's Identification Unit. (See policy # 9.23-2 DOC, Access to ACI Facilities by Staff and Persons Providing Services to RIDOC, or a successive policy, for application form.)
3. Upon completion of service and/or expiration of contract, or upon the expiration date of the badge, identification badges must be returned to the contract manager. The contract manager then notifies the Assistant Director of Institutions and Operations or designee so that the contractor's employees' information maintained in applicable RIDOC databases may be updated.

For those contractors who are not issued ID badges, the contract manager, upon completion of service and/or expiration of contract, notifies the Assistant Director of Institutions and Operations or designee so that the contractor's employees' information maintained in applicable RIDOC databases may be updated.

D. Work Hours

1. General - Contractor work hours are scheduled either:
 - a. In accordance with the provisions set forth in the contract; or

- b. As scheduled by the contract manager prior to the commencement of work.
- c. No work is performed on Saturdays, Sundays, or holidays, unless authorized by the contract manager.

2. Facilities and Maintenance - Staff calls/faxes a request for service repairs.

- a. Contractor calls the Facilities and Maintenance Office to schedule service repairs and establish work day and time. Every effort is made to schedule service calls between the hours of 7:30 a.m. and 3:00 p.m.
- b. Contractor employees report to the Facilities and Maintenance Office to sign-in the appropriate logbook and contact the facility in need of service.

NOTE: Regardless of pre-scheduling, the Warden, Deputy Warden, or Shift Commander of the facility may, at any time, prohibit entry into a facility when deemed necessary for security purposes. The Shift Commander **MUST** contact the facility administrator before making this decision.

- c. Contractor reports to the facility and makes the necessary repairs. Contractor has the work order slip signed by a RIDOC staff member (e.g., maintenance personnel, steward, fire safety technician, or correctional officer escorting the contractor).
- d. Contractor leaves the facility and reports back to the Facilities and Maintenance Office to sign-out of logbook, relay any necessary information, and present signed service slip.

NOTE: All invoices noting hours worked must coincide with the sign-in/out hours in the aforementioned log book.

- e. If it is necessary for service calls to be extended beyond 4:00 p.m., contractor staff call the Facilities and Maintenance Office from within the facility where service is being performed and leave a voice mail message including departing day, date, time, facility location and extension from which s/he is calling.
- f. Sign-in/sign-out procedures:

Any contractor required to enter a RIDOC facility which houses inmates must abide by facility sign-in and sign-out requirements.

E. Security of Tools, Equipment and Toxic/Caustic Materials

It is the responsibility of all contract managers to provide contractors with instructions regarding the security of tools, equipment and toxic/caustic materials.

F. Conduct of Contractor and Contractor's Employees

1. The contractor shall communicate all necessary policies, rules, and regulations to his/her employees and subcontractors.
2. Contractors shall not have any illegal drugs, legally prescribed medical marijuana or alcohol on their persons.
3. Unopened and sealed containers of alcohol are permitted in vehicles only, consistent with 3.14-2 DOC, Code of Ethics, or a successive policy.
4. A contractor who works in a secure area or in proximity to the inmate population and has in his/her possession prescription medication must take steps to assure that these substances are stored in such a way that they are not accessible to the inmate population.

NOTE: The Rhode Island Medical Marijuana Act at RIGL § 21-28.6-7 specifically states that it does not permit:

- (a) "any person to undertake any task under the influence of marijuana, when doing so would constitute negligence or professional malpractice."
 - (b) the smoking of marijuana "in a correctional facility; or public place."
5. Contractors are not allowed admittance into any facility if it is known that they have consumed alcoholic beverages while outside the correctional property during the workday.
 6. Contractors shall not have weapons of any sort on their persons or in their vehicles.

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7. Contractors must park in designated parking areas and must lock all vehicles.
 8. All contractors entering ACI facilities shall exercise professional discretion with regard to their clothing. The Shift Commander shall have the final authority as to whether the attire of any contractor is inappropriate and/or poses a risk to the security or order of the facility and if that contractor shall be barred from entering a facility.
 9. Contractors shall have no contact with inmates, except where such contact is a provision of the contract. When an inmate or a contractor has initiated inappropriate contact, such contact shall be immediately reported by the inmate or the contractor, or by the person having such knowledge, to the Correctional Officer in charge.
 10. Any contractor who engages in sexual abuse of an inmate shall be prohibited from contact with inmates and shall be reported to law enforcement agencies, unless the activity was clearly not criminal, and to relevant licensing authorities.
 11. All contractors shall have in place instructions for their employees on the procedure to follow if they are exposed to an infectious disease.

NOTE: In addition to any contract employer/employee instructions, any contract employee who is exposed to an infectious disease while working in a RIDOC facility shall immediately notify the supervising/escort Correctional Officer who will immediately notify the Shift Commander.
 12. Vehicles and personal property of the contractors are subject to search when deemed necessary for security purposes.
 13. No contractor convicted of a felony is allowed to work in the facilities without the express permission of RIDOC's Director, Assistant Director of Institutions and Operations or designees following consultation with the facility's Warden or Deputy Warden.
 14. Contractors shall not bring into the facilities any items not required for the execution of their respective responsibilities and not approved by the contract manager.

All contractors are required to follow the procedures set forth in section III.A. of RIDOC policy 9.18-4 DOC, Introduction of Unauthorized Items into the Adult Correctional Institutions, or a successive policy. Any special circumstances which require an exception from these procedures must be approved by the facility Warden or designee. Contract managers shall facilitate these exceptions.

It is the responsibility of the contract manager to distribute a copy of policy 9.18-4 DOC, Introduction of Unauthorized Items into the Adult Correctional Institutions, or a successive policy, to all contractors.

15. Contractors are permitted to perform only the work authorized by the contract manager or his/her express designee. They may not accept direction as to the scope of work, the nature of the work, or changes to the work from any other person.
16. Upon entry into a RIDOC facility, all persons other than uniformed facility staff are required to produce proper identification (picture I.D.) and surrender it to the Main Control Center or Vehicle Trap Officer. The Main Control Center or Vehicle Trap Officer issues a facility I.D. badge and retains the person's personal I.D. The process reverses when exiting the facility. Persons not possessing proper identification are denied admittance/access.

G. Contractor Emergency Service (Facility Maintenance/Repair/Construction Only)

1. The contractor must provide a 24-hour service number.
2. The contractor is contacted by telephone outside of normal work hours. Emergency service is authorized by designated RIDOC Facilities and Maintenance Unit superintendents or their designees.
3. The contractor is given the location and description of work to be performed, and is issued a temporary work order number by the Maintenance Superintendents. Facilities and Maintenance must give notice to the Shift Commander of who the contractor is sending, when s/he will arrive and for what purpose.

4. The contractor reports to the Main Control Center of the facility where work is to be performed. Upon arrival, appropriate facility staff performs applicable background checks.
5. Prior to starting work, contractor employees must call the Facilities and Maintenance Office from within the facility and leave a voice mail message stating the day, date, time, facility location and extension from which s/he is calling.
6. As required, a Correctional Officer is assigned to log tool inventory and to provide escort.
7. The contractor performs only work which is described by the Facilities and Maintenance Superintendent or designee.
8. Upon completion of work, the contractor obtains signature of a RIDOC staff member who escorted him/her or the Shift Commander on said contractor's work order. Contractor then calls the Facilities and Maintenance Office and leaves a voice mail message stating time of completion as well as facility and extension from which s/he is calling.

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.

BID ALL ITEMS

BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.

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.

READING VENDOR NAMES ONLY

DUE TO LENGTH OF BID AND TIME CONSTRAINTS, THE STATE WILL ONLY ACKNOWLEDGE RECEIPT AND READ THE NAMES OF VENDORS SUBMITTING PROPOSALS. NO EXAMINATION OF DOCUMENTS OR PRESENTATION OF INFORMATION CONTAINED IN PROPOSALS WILL BE MADE AVAILABLE AT THE BID OPENING; HOWEVER, INSTRUCTIONS TO OBTAIN THE TABULATION OR SUMMARY OF BID RESPONSES WILL BE MADE AVAILABLE AT THE RI DIVISION OF PURCHASES WEBSITE AT WWW.PURCHASING.RI.GOV