

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

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

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Fax: (401) 574-8387  
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June 15, 2020

**ADDENDUM NUMBER SEVEN**

**RFQ # 7602833**

**TITLE: JANITORIAL SERVICES FOR AIR NATIONAL GUARD-QUONSET POINT**

**Closing Date and Time: 6/25/2020 AT 2:00PM (note change)**

**Per the issuance of this ADDENDUM #7 (8 pages) the following is noted:**

**Bid closing date and time is changed from:**

**6/18/2020 at 2pm**

**To**

**6/25/2020 at 2pm**

- This addendum posts sign in sheet from the mandatory pre-bid conference held at Quonset Point on June 9<sup>th</sup>, 2020.
- This addendum posts buyer's introductory remarks.
- This addendum post notes/clarifications from pre-bid conference.
- This addendum modifies the Request for Quote form to correspond to the correct dates. Attachment F is the bid form to be submitted.
- This addendum contains the Zoom Bid Opening Instructions

**Buyer's introductory remarks:**

This is a mandatory pre-bid conference. Only the bids submitted by the vendors signing in on the sign-in sheet will be considered.

A bid bond will not be required. However, if your bid price is \$50,000 or more, you will be required to submit payment and performance bonds for the duration of the contract. One-year bonds renewable each year are acceptable.

All vendors will be required to supply BCI checks of the individuals working at the facilities. If a BCI is not provided, you will not be permitted to enter the base. Bid accordingly.

Cell phones are not allowed on the premises. Please secure them in your car.

Each vendor must have an on-site employee who is capable of communicating with the agency representative.

What is required to be submitted in your bid package:

- The 3 page bidder certification form, which is generated when you log in to the website. **MAKE SURE SECTION 3 OWNERSHIP DISCLOSURE IS FILLED IN.**

- The Bid Form (attachment F) with all lines filled in. If you want to perform a service for zero dollars you may use included or n/c on the line. Lines 7 through 12 will be totaled and the low bid for those lines will be awarded the contract. The last three lines are for additional floor services bid on a per sq. ft price and will not be considered in the evaluation.

I expect both participants in this contract to adhere to the specifications contained within this bid. The awarded vendor needs to understand and perform the duties as specified, and the agency needs to control the input of individuals not involved with the contract.

The awarded vendor will need to adhere to all COVID-19 procedures in place for the duration of the contract.

The bid opening procedure will be held via Zoom. Late bids will not be accepted.

**Notes/clarification from pre-bid conference:**

- The agency will provide cleaning supplies while the vendor will provide the equipment.
- Due to inventory purposes, the supplies will be provided in each building.
- Dumpsters are in close proximity to all buildings.
- A BCI check will be the minimum requirement for employees to enter the base. Additional security clearance procedures might follow.
- Buildings should be cleaned according to the schedule in Attachment B. The awarded vendor will need to coordinate with the agency.
- General notes from walk through:
  - a. Building 1 – Headquarters
    - a. Common area
    - b. Breakroom
    - c. Men’s Bathroom
    - d. Women’s Bathroom
    - e. Gym (no bathrooms)-wipe down machines
    - f. Not dining area
  - b. Building 2 – Base Civil Engineer Facility (**SIGN IN AT THIS BUILDING**)
    - a. Foyer
    - b. Breakroom
    - c. Men’s Bathroom
    - d. Women’s Bathroom
    - e. Three Showers in the Men’s Room
    - f. Three Showers in the Women’s Room
    - g. Locker room
    - h. Custodial supply room for base.
  - c. Building 3 – Motor Pool (9216 SF)
    - a. Breakroom
    - b. Men’s Bathroom
    - c. Women’s Bathroom
    - d. Two Showers in the Men’s Room
    - e. Two Showers in the Women’s Room
    - f. Foyer
  - d. Building 5 – Supply
  - e. Building 7 – Composite Squadron Operations (21680 SF)
    - a. Rm 103 Vacuum trash
    - b. Foyer
    - c. Office
    - d. Men’s Bathroom
    - e. Women’s Bathroom

- f. Breakroom
- g. Rm 102 vacuum and trash
- f. Building 8 – Corrosion Control Hangar
  - a. Hallway
  - b. Breakroom
  - c. Men’s Bathroom
  - d. Women’s Bathroom
  - e. Locker rooms (About three quarters smaller than the locker rooms in building 7)
- g. Building 11 – Fire Station (8239 SF)
  - a. Foyer
  - b. Breakroom
  - c. Men’s Bathroom
  - d. Women’s Bathroom
  - e. Vacuum carpet
- h. Building 12 – Gymnasium (4127 SF)
  - a. Two Bathrooms with 3-4 stalls each
  - b. Trash and vacuum
  - c. Foyer
  - d. Stairwell
  - e. Mirrors
  - f. Wipe down Fitness Equipment/Machines
  - g. Men’s Bathroom
  - h. Women’s Bathroom
  - i. Breakroom
  - j. Men’s Bathroom contains 8 stalls, 4 urinals
  - k. No AC unit until 6/15?
- i. Building 14 – Fuels Management
  - a. Small area/office
  - b. Bathroom
  - c. breakroom
- j. Building 500 – Entry Control Building (300 SF)
- k. Building 502 – Security/Communication
  - a. Foyer
  - b. Men’s Bathroom
  - c. Women’s Bathroom
  - d. Breakroom
  - e. Wings of buildings and halls
- l. Building 508 – 102nct IWS (14200 SF) **(HIGH SECURITY)**
  - A. Foyer
  - B. Breakroom
  - C. Stalls
  - D. Showers
  - E. Locker room
  - F. Men’s Bathroom
  - G. Women’s Bathroom
  - H. 2<sup>nd</sup> Floor Men’s Bathroom
  - I. 2<sup>nd</sup> Floor Women’s Bathroom
- m. Building 522- Flight Simulator
  - a. Foyer
  - b. 2 bathrooms
  - e. breakroom
- n. Building 524 - Aerial Port
  - A. Foyer

- B. Breakroom
- C. 4 bathrooms with locker rooms
- D. stairwell
- E. 2<sup>nd</sup> floor
- F. halls
- o. Building 571 Consolidate Aircraft Maintenance Shops
  - a. Foyer
  - b. Women's bathroom/locker room
  - c. Men's bathroom/locker room
  - d. Hallway
  - e. Small foyer
  - f. Vacuum carpeted floors
  - g. Rm 103 breakroom
- m. Building 574 – Life Support
  - a. Common area
  - b. Breakroom
  - c. Women's locker room
  - d. Men's locker room
- n. Building 575 – Aircraft Maintenance Hangar
  - a. Foyer
  - b. Breakroom
  - c. Men's Bathroom
  - d. Women's Bathroom
  - e. 2<sup>nd</sup> floor Men's bathroom
  - f. 2<sup>nd</sup> floor Women's bathroom
  - g. 2<sup>nd</sup> floor Breakroom
- o. ATCT Airport Tower
  - a. Contains 7 floors, 7 flights of stairs
  - b. Bathroom on the first floor is similar to the bathrooms on the upper levels.
  - c. 4 bathrooms
  - d. 2 janitor closets
  - e. 6 small hallways

#### **BID OPENING ADDENDUM -COVID-19 EMERGENCY PROTOCOL**

Vendors and the public are advised that due to Covid-19 emergency social distancing requirements bid openings at the Division of Purchases shall be conducted via live streaming on the ZOOM. Vendors and the public shall not be permitted to enter the Division of Purchases to attend bid openings. Vendors and the public who attend bid openings via live streaming shall be required to identify themselves and a record of all such attendees shall be maintained by the Division of Purchases. Vendor bid proposals shall be opened and read aloud at the date and time listed herein. The results of bid solicitations requiring a public copy for public works projects shall be posted on the Division of Purchases website as soon as possible after the bid opening. For RFP solicitations only vendor names shall be read aloud at the opening.

Vendors and the public are further advised that visitor access to the Powers Building at One Capitol Hill, Providence, RI requires pre-screening at the entrance to the building. In accordance with the Governor's Executive Order(s) and Department of Health emergency regulations all visitors to the Powers Building must wear a cloth mask which covers the nose and mouth. Vendors delivering bid proposals to the Division of Purchases should allow sufficient time for the pre-screening process. The Division of Purchases assumes no responsibility for delays caused by the screening process or any other reason. Vendors are solely responsible for on time delivery of bid proposals. The Division of Purchases shall not accept late bids for any reason.

Division of Purchases is inviting you to a scheduled Zoom meeting.

Topic: 7602833

Time: Jun 25, 2020 02:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/92431973162?pwd=MIpnWVh3ckc0MFJlWUhDSdJpQUlsZz09>

Meeting ID: 924 3197 3162

Password: 815834

One tap mobile

+13126266799,,92431973162#,,,0#,,815834# US (Chicago)

+16465588656,,92431973162#,,,0#,,815834# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

Meeting ID: 924 3197 3162

Password: 815834

Find your local number: <https://zoom.us/u/adeMWGxVJO>

David A. Cadoret

Chief Buyer

	A	B	C	D
1	ATTACHMENT F-BID FORM			
2	SUBMIT THIS FORM/ALL LINES MUST BE FILLED IN			
3	BID 7602833			
4	CLOSING DATE AND TIME: 6/25/2020 AT 2PM			
5				
6	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>
7	FY 21 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS ROUTINE SERVICES, DAILY, MONTHLY, WEEKLY, YEARLY	12	PER MONTH	
8	FY 22 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS ROUTINE SERVICES, DAILY, MONTHLY, WEEKLY, YEARLY	12	PER MONTH	
9	FY 23 MONTHLY PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS ROUTINE SERVICES, DAILY, MONTHLY, WEEKLY, YEARLY	12	PER MONTH	
10	FY 21 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES AS REQUIRED	1	ANNUAL	
11	FY 22 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES AS REQUIRED	1	ANNUAL	
12	FY 23 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES AS REQUIRED	1	ANNUAL	
13	FY 21 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES FOR ADDITIONAL SERVICES IF REQUIRED. PER SQ FT	1	SQ. FT	
14	FY 22 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES FOR ADDITIONAL SERVICES IF REQUIRED. PER SQ FT	1	SQ. FT	
15	FY 23 PRICE FOR SERVICES DESCRIBED IN ATTACHMENT B AS FLOOR CARE SERVICES FOR ADDITIONAL SERVICES IF REQUIRED. PER SQ FT	1	SQ. FT	
16				
17				
18	FY 21 REPRESENTS THE TIME PERIOD 7/1/20-6/30/21			
19	FY 22 REPRESENTS THE TIME PERIOD 7/1/21-6/30/22			
20	FY 23 REPRESENTS THE TIME PERIOD 7/1/22-6/30/23			

**MANDATORY PRE-BID CONFERENCE SIGN-MANDATORY" PRE-BID CONFERENCE SIGN-IN SHEET**

State of Rhode Island  
Division of Purchases  
One Capitol Hill  
Providence, RI 02888

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its representative attend this mandatory prebid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

BID NUMBER: 7602833  
BID TITLE: JANITORIAL SERVICES FOR AIR NATIONAL GUARD-QUONSET PT  
PRE-BID DATE AND TIME: 6/9/2020 AT 10AM

Purchasing Representative  
Mandatory Pre-Bid Start Time: 10:00  
Mandatory Pre-Bid End Time: 1:30

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT EMAIL	CONTACT PHONENUMBER
21	TNT CLEANING INC	Tommy Reynolds			
22	Arcomark	Robert Button			
23	SBS	Jonathan Garcia			
24	Thrive Cleaning	Ted Hampel			
25	TAS	David Adams			
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**MANDATORY PRE-BID CONFERENCE SIGN-IN SHEET**

State of Rhode Island  
 Division of Purchases  
 One Capitol Hill  
 Providence, RI 02882

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its representative attend this mandatory pre-bid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

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BID TITLE: JANITORIAL SERVICES FOR AIR NATIONAL GUARD-QUONSET PT

PRE-BID DATE AND TIME: 6/9/2020 AT 10AM

Purchasing Representative

Mandatory Pre-Bid Conference Start Time

10:00

Mandatory Pre-Bid Conference End Time

1:30

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER
1 STATE OF RI-PURCHASING	DAVID A. CADORET		1 CAPITOL HILL, PROVIDENCE	DAVID.CADORET@PURCHASING.RI.GOV	401-574-8131
2 state of RI purchasing	Maria DeFarno				
3 Transcend Maint	Giovanni Gwendol				
4 ALGAMARK	Matthew Permoser				
5 FIDELITY	Laura Lencini				
6 Go To Services	Cesal Gomer				
7 Performance Sec.	Manny Gomer				
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