



# Request for Quote

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

BUYER: Ohara 2nd, John F  
 PHONE #: 401-574-8125

CREATION DATE : 24-MAY-10  
 BID NUMBER: 7353680  
 TITLE: Engineering Services for Fire Alarms at CCRI  
 BID CLOSING DATE AND TIME: 23-JUN-2010 01:45:00

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 CCRI CONTROLLER'S OFFICE  
 ACCOUNTS PAYABLE  
 400 EAST AVENUE  
 WARWICK, RI 02886  
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 CCRI KNIGHT CAMPUS  
 400 EAST AVE  
 WARWICK, RI 02886-1807  
 US

Requisition Number: 1174225

| Line  | Description   | Quantity | Unit        | Unit Price | Total    |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
|---|---|----------|-------------|------------|----------|------------|----------|-------------------------|----------|--------------------|----------|--------------------|----------|--------------|----------|--------------|----------|------------------------|---------|---|--|------|------|--|--|
| 1   | <p>There will be a Pre-Bid Conference held on 6/9/10 at 10:00 AM at: CCRI - Knight Campus<br/>           Physical Plant Director's Office<br/>           Ground Floor<br/>           East Avenue<br/>           Warwick, RI 02886</p> <p>Contact Person: Raymond DeAngelis (401) 825-2444<br/> <b>TOTAL COST TO PROVIDE ENGINEERING SERVICES FOR A FIRE AND SPRINKLER SYSTEM AT THE KNIGHT CAMPUS OF CCRI AS PER THE ATTACHED BID SOLICITATION DOCUMENT</b></p> <p>In the event that there is an adder or extra please fill out these areas. These rates may be subject to negotiation prior to issuance of final award.</p> <table border="0"> <tr> <td>TRADE</td> <td>HOURLY WAGE</td> </tr> <tr> <td>Engineer</td> <td>\$ _____</td> </tr> <tr> <td>Apprentice</td> <td>\$ _____</td> </tr> <tr> <td>*Other Engineer service</td> <td>\$ _____</td> </tr> <tr> <td>General contractor</td> <td>\$ _____</td> </tr> <tr> <td>Laborer/Apprentice</td> <td>\$ _____</td> </tr> <tr> <td>Mileage rate</td> <td>\$ _____</td> </tr> <tr> <td>Fuel Charges</td> <td>\$ _____</td> </tr> <tr> <td>Equipment mark up in %</td> <td>_____ %</td> </tr> <tr> <td colspan="2">*Existing Conditions needs to be verified etc</td> </tr> </table> | TRADE    | HOURLY WAGE | Engineer   | \$ _____ | Apprentice | \$ _____ | *Other Engineer service | \$ _____ | General contractor | \$ _____ | Laborer/Apprentice | \$ _____ | Mileage rate | \$ _____ | Fuel Charges | \$ _____ | Equipment mark up in % | _____ % | *Existing Conditions needs to be verified etc |  | 1.00 | Each |  |  |
| TRADE   | HOURLY WAGE   |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Engineer                                      | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Apprentice                                    | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| *Other Engineer service                       | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| General contractor                            | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Laborer/Apprentice                            | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Mileage rate                                  | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Fuel Charges                                  | \$ _____  |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| Equipment mark up in %                        | _____ %   |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| *Existing Conditions needs to be verified etc |   |          |             |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |
| 2   | <p><b>TOTAL COST TO PROVIDE ENGINEERING SERVICES FOR A FIRE AND SPRINKLER SYSTEM AT THE LISTON CAMPUS OF CCRI AS PER THE ATTACHED BID SOLICITATION DOCUMENT</b></p> <p>The respondent's Proposal may be disqualified and removed from consideration if the Proposal fails to include the required current Rhode Island Certificate of Authorization for the firm and current Rhode Island registration(s).</p> <p>In the event that there is an adder or extra please fill out these areas. These rates may be subject to negotiation prior to issuance of final award.</p>   | 1.00     | Each        |            |          |            |          |                         |          |                    |          |                    |          |              |          |              |          |                        |         |   |  |      |      |  |  |

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



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|      | TRADE HOURLY WAGE                             |          |      |            |       |
|      | Engineer \$ _____                             |          |      |            |       |
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|      | Laborer/Apprentice \$ _____                   |          |      |            |       |
|      | Mileage rate \$ _____                         |          |      |            |       |
|      | Fuel Charges \$ _____                         |          |      |            |       |
|      | Equipment mark up in % _____%                 |          |      |            |       |
|      | *Existing Conditions needs to be verified etc |          |      |            |       |

Delivery: \_\_\_\_\_

Terms of Payment: \_\_\_\_\_

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## Contract Terms and Conditions

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**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**RIVIP INFO - BID SUBMISSION REQUIREMENTS**

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**START DATE**

STARTING DATE \_\_\_\_\_ NO. OF WORKING DAYS REQUIRED FOR COMPLETION  
\_\_\_\_\_

**SURETY REQUIREMENTS**

BIDDER IS REQUIRED TO PROVIDE A BID SURETY IN THE FORM OF A BID BOND, OR A CERTIFIED CHECK PAYABLE TO THE STATE OF RHODE ISLAND, IN THE AMOUNT OF A SUM NOT LESS THAN FIVE PERCENT (5%) OF THE BID PRICE. BID SURETY MUST BE ATTACHED TO THE BID FORM. THE SUCCESSFUL BIDDER WILL ALSO BE REQUIRED TO FURNISH PERFORMANCE AND LABOR AND PAYMENT BONDS AT TIME OF TENTATIVE CONTRACT AWARD.

**INSPECTION REQUIREMENTS**

BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS\* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. \*MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.

**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.

**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.

## 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.

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.

Submitters should be aware of the State's MBE requirements, which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. For further information, contact the State MBE Administrator at (401) 574-8253 or [cnewton@gw.doa.state.ri.us](mailto:cnewton@gw.doa.state.ri.us). Visit the website <http://www.mbe.ri.gov>

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

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 or via email [raymond1@gw.doa.state.ri.us](mailto:raymond1@gw.doa.state.ri.us)

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.

If you wish to seek to do business with the State of Rhode Island, you must register and utilize the E-Verify Program. Please refer to [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify) or the Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov) for more information

RIGL 37-13-3.1 State public works contract apprenticeship requirements. \* (a)  
Notwithstanding any laws to the contrary, all general contractors and subcontractors who perform work on any public works contract awarded by the state after passage of this act and valued at one million dollars (\$1,000,000) or more shall employ apprentices required for the performance of the awarded contract. The number of apprentices shall comply with the apprentice to journeyman ratio for each trade approved by the apprenticeship council of the department of labor and training.

#### ARRA SUPPLEMENTAL TERMS AND CONDITIONS

For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions for Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)."

#### **Architectural / Engineering Services**

Licensed Fire Protection Engineer in the State of RI

Persons or firms practicing Architectural and/or Engineering Services in the State of Rhode Island must possess a proper registration and Certificate of Authorization in accordance with Rhode Island General Laws

A copy of the current Rhode Island Certificate of Authorization for the firm and current Rhode Island registration(s) for the individual(s) who would perform the work must be included behind the front page of each copy of the Proposal.

The Board of Design Professionals can be contacted as follows:

Board for Design Professionals  
1511 Pontiac Avenue (Bldg 68-2)  
Cranston, RI 02920  
Tel: 401-462-9530  
Fax: 401-462-9532  
Website: [www.bdp.state.ri.us](http://www.bdp.state.ri.us)

## **Request for Bid**

To: Certified Fire Protection Engineers

Scope of Work:  
Sprinkler Review and Engineering.

To be completed at:  
C.C.R.I. (Knight Campus) 400 East Avenue Warwick RI 02886

To be completed by:

Work to commence within two weeks of executed agreement and ready to bid within 6-8 weeks after the executed agreement is finalized.

To be completed by:

Fire Protection Engineer; please utilize this Request for Bid to establish a quote for the following work:

### **SCOPE OF WORK DEFINED**

#### **1.1 SCOPE OF WORK.**

The role and responsibilities of the licensed professional electrical or fire protection engineer that is experienced/certified in fire alarm design is as follows:

The engineer shall be required to design a code compliant fire alarm system design including but not limited to a complete voice evacuation system and fire fighter communication system. The design shall be placed into a format suitable for usage for both electrical contractor (licensed for fire alarm installation in the State of Rhode Island) and the State of Rhode Island Department of Administration and C.C.R.I. The engineer shall also monitor the installation of the fire alarm and provide the required documentation to all parties involved with the project through its various stages until the project is complete. Once the project is complete the engineer is to supply the documentation required to accept the system and supply information on how to maintain it.

## **1.2 RATIONALE:**

The purpose(s) of retaining the engineer is to ensure that the newly proposed fire alarm design is engineered and monitored through all the phases incorporated with a fire alarm installation. The new fire alarm system will best serve the public and or the building occupants for years to come and also to eliminate the possibilities of adders and further costs related to the proposed project

## **1.3 ROLES AND RESPONSIBILITIES-PRE-BID QUALIFICATIONS**

The engineer shall have 5-7 years experience in fire alarm design and have had to work on projects that have had favorable final completion. The engineer shall produce a minimum of three references from previous similar projects. The names and contact information shall be listed on the bid proposal document. The engineer shall outline previous clients that compare with the requirements attributed to facilitate a favorable outcome on the project. The engineers shall also be intimately familiar with A.L.A. 's and all other forms affiliated in state government.

***THE BID SHALL BE AWARDED TO THE LOWEST EVALUATED BIDDER  
\*\*\*A REVIEW OF ALL PERTINANT INFORMATION LISTED ABOVE  
SHALL DETERMINE THE AWARDING OF THE BID. \*\*\*\****

## **2.0 GENERAL REQUIREMENTS FROM THE ENGINEER (after bid is awarded)**

### **2.1 Bid Documents**

The engineer shall supply the detailed drawings (AutoCAD formatted in the latest versions available) required for the proposed project. The drawings shall be utilized as a reference for the requirements for the new/existing fire alarm system. The detailed drawing shall show a proposed location of all the system component(s) new and existing relative to the building floor plan(s). This drawing shall be to scale and accurate to alleviate any questions and or concerns by the fire alarm installer. The Engineer is responsible for existing conditions, surge protection and confirmation of the required quantities and final placement of the new devices and if required provide suitable options for the location of the same.

The engineer shall also provide a legend specific to all the devices showing all specifics and functionalities of all pertinent components.

Detailed Drawings (all devices and there functionality shall be listed on the drawings). The drawings shall also list candela and decibel values specific to each and every notification appliance as well as ensure proper spacing and placement.

General provisions of the contract and agreement with the proposed fire alarm installer.

The A.I.A.'s and Division 0 and 1 shall be provided by the engineer.

The Engineer shall schedule project meetings from beginning stages to completion. The engineer shall be required to attend to these project meetings and report findings and or determinations to State of Rhode Island Department of Administration and CCRI.

### **3.0 CONSTRUCTION ADMINISTRATION AND OVERSITE**

A. At the time of the bid, document all exceptions in writing and provide a detailed narrative to the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency. All exceptions and or variances from the original specification as well as any and all substitutions shall also be forwarded to the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency for final approval. Any such exceptions, variances or substitutions, which were not listed and or approved by the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency at the time of the bid shall not be approved or considered.

B. The work includes all labor, materials, services, tools, transportation and temporary construction necessary to remove the existing building(s) fire alarm system in manor compliant to current codes and standards. The removal of all existing components if required shall be clearly defined in the engineer's specifications and also listed on the drawings. The demolished materials shall be returned in good condition to the owner.

C. The work shall include all labor, materials, services, tools, transportation and temporary construction necessary to fabricate, install, program and provide final testing (system has to be fully functional) for a UL listed fire alarm system compliant to R.I.U.F.C.(latest current edition).

D. The work shall include any and all fees and activities required to secure approvals for state and local permits. The Fire Alarm installer needs to be made aware of all processes to acquire permits and fees attributed to the project. The State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency are not liable to any fines, fees or adders that are in result to errors and omissions found by the AHJ. The systems design shall meet and or exceed all current rules and regulations. This is the engineer's responsibility to design a code compliant system as prescribed in current state and federal guidelines. The system shall comply with the current Rhode Island Uniform Fire Code and ADA as well as any and all local ordinance as adopted by the local municipality.

E. The work includes performing field quality assurances that the system installed is being installed is to specifications and acceptable to current codes (wiring and methodology). The Engineer shall provide status reports every thirty days and or every benchmark/milestone predetermined by the Rhode Island Department of Administration liaison (person to be determined at bid awarding negotiations).

F. The engineer shall evaluate and provide recommendations on the electrician application for the request of payment. The request for payment shall correlate with the projects current status.

G. The work includes documenting and submitting the results of integrity and functional testing. This documentation is to include battery calculations, voltage drop etc.

H. The work includes performing a scheduled pre-acceptance test prior to scheduling the final acceptance test with the AHJ. The engineer shall provide adequate documentation to the Rhode Island Department of Administration and CCRI stating that the system is ready for a final acceptance test with the AHJ. This documentation is also to include the mandatory battery stand by functionality test.

I. The work also includes the engineer to witness the final acceptance test with the AHJ.

J. The fire alarm installation/demolishing aspect shall address all fire/smoke penetrations as result to the work performed by the contractor. The penetrations shall meet current rules and regulations

#### **4.0 CLOSE-OUT DOCUMENTS (REQUIRED)**

A. The work includes submitting As-built plans and all closeout documentation to the Rhode Island Department of Administration and CCRI for final approval. The engineer shall be required to keep all documentation on file for a period 7 years. This documentation shall be reviewed prior to the owner demonstration and training.

B. Project manual-(technical specifications etc.)

C. Product-equipment data sheets submitted by vendor.

D. Detailed fire alarm riser.

- Conceptual riser

- Type of wire-(color).

- Type of enclosure and connection.

- Isolation as per current rules and regulations also to include before and after all power supplies and master box locations.

- Point to points on all pertinent fire alarm equipment in the event that the fire alarm components need to be replaced in the course of service to the facility.

E. The engineer shall recommend a type of fire alarm system specific to its application that takes in consideration in both the short term and long term goals of the building. The fire alarm type and specification shall be submitted for approval by the State of Rhode Island Department of Administration.

F. The "demo" work as well as patch and repair shall listed as a duty and responsibility in the engineers initial design and shall be included and forwarded to the Rhode Island Department of Administration for approval

G. The engineer shall have the fire alarm installer/distributor/factory representative provide all pertinent operation manuals and a copy of the final programming on a C.D. to be kept on the premises. The engineer shall also have the fire alarm

installer/distributor/factory representative provide in writing a detailed required maintenance schedule and the frequency the maintenance has to be performed in accordance to Manufactures specifications. This detailed narrative shall include all equipment necessary to maintain and operate the fire alarm system (remote power supplies isolation modules etc.)

H. The engineer is to monitor and respond to all RFI in formal format suitable to the Rhode Island Department of Administration RFI procedure protocol.

## **5.0 PRIOR TO FINAL PAYMENT**

5.1 Prior to final payment the engineer shall supply the State of Rhode Island Department of Administration and State of Rhode Island Purchasing Agency All appropriate paperwork i.e.: letters of completion from all aforementioned parties along with request for payment. The engineer shall also:

A. Monitor the demo work as well as patch and repair shall be predetermined as the engineers' initial design and shall be included and forwarded to the Rhode Island Department of Administration for final approval.

B. All work shall satisfy current code requirements in regards to abandoning old work (wiring, conduit old work boxes, and chases etc.).

C. Monitor that all work is completed in a clean and tidy manor and in the event that there is demolishing and or removal of old existing wiring and or appliances the area affected is returned to its original specifications.

D. All work shall be completed in a clean and tidy manor; Contractor is responsible for all pertinent fees and permits associated with the work to be performed prior to any and all work is to be performed. All work performed shall satisfy all local and state rules and regulations. All work is to be tested and inspected by the local Fire Department and The Rhode Island State Fire Marshals' office. Additionally, all work is to be completed to the satisfaction of the State of Rhode Island Department of Administration and CCRI. Please submit all appropriate paperwork i.e.: letters of completion from all aforementioned parties with request payment.

## **Request for Bid**

To: Certified Fire Protection Engineers

Scope of Work:  
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To be completed at:  
C.C.R.I. (Liston Campus) 1 Hilton Street, Providence RI 02905-2304

To be completed by:

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### **2.0 GENERAL REQUIREMENTS FROM THE ENGINEER (after bid is awarded)**

#### **2.1 Bid Documents**

The engineer shall supply the detailed drawings (AutoCAD formatted in the latest versions available) required for the proposed project. The drawings shall be utilized as a reference for the requirements for the new/existing fire alarm system. The detailed drawing shall show a proposed location of all the system component(s) new and existing relative to the building floor plan(s). This drawing shall be to scale and accurate to alleviate any questions and or concerns by the fire alarm installer. The Engineer is responsible for existing conditions, surge protection and confirmation of the required quantities and final placement of the new devices and if required provide suitable options for the location of the same.

The engineer shall also provide a legend specific to all the devices showing all specifics and functionalities of all pertinent components.

Detailed Drawings (all devices and there functionality shall be listed on the drawings). The drawings shall also list candela and decibel values specific to each and every notification appliance as well as ensure proper spacing and placement.

General provisions of the contract and agreement with the proposed fire alarm installer.

The A.I.A.'s and Division 0 and 1 shall be provided by the engineer.

The Engineer shall schedule project meetings from beginning stages to completion. The engineer shall be required to attend to these project meetings and report findings and or determinations to State of Rhode Island Department of Administration and CCRI.

### **3.0 CONSTRUCTION ADMINISTRATION AND OVERSITE**

A. At the time of the bid, document all exceptions in writing and provide a detailed narrative to the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency. All exceptions and or variances from the original specification as well as any and all substitutions shall also be forwarded to the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency for final approval. Any such exceptions, variances or substitutions, which were not listed and or approved by the State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency at the time of the bid shall not be approved or considered.

B. The work includes all labor, materials, services, tools, transportation and temporary construction necessary to remove the existing building(s) fire alarm system in manor compliant to current codes and standards. The removal of all existing components if required shall be clearly defined in the engineer's specifications and also listed on the drawings. The demolished materials shall be returned in good condition to the owner.

C. The work shall include all labor, materials, services, tools, transportation and temporary construction necessary to fabricate, install, program and provide final testing (system has to be fully functional) for a UL listed fire alarm system compliant to R.I.U.F.C.(latest current edition).

D. The work shall include any and all fees and activities required to secure approvals for state and local permits. The Fire Alarm installer needs to be made aware of all processes to acquire permits and fees attributed to the project. The State of Rhode Island Department of Administration, CCRI and State of Rhode Island Purchasing Agency are not liable to any fines, fees or adders that are in result to errors and omissions found by the AHJ. The systems design shall meet and or exceed all current rules and regulations. This is the engineer's responsibility to design a code compliant system as prescribed in current state and federal guidelines. The system shall comply with the current Rhode Island Uniform Fire Code and ADA as well as any and all local ordinance as adopted by the local municipality.

E. The work includes performing field quality assurances that the system installed is being installed is to specifications and acceptable to current codes (wiring and methodology). The Engineer shall provide status reports every thirty days and or every benchmark/milestone predetermined by the Rhode Island Department of Administration liaison (person to be determined at bid awarding negotiations).

F. The engineer shall evaluate and provide recommendations on the electrician application for the request of payment. The request for payment shall correlate with the projects current status.

G. The work includes documenting and submitting the results of integrity and functional testing. This documentation is to include battery calculations, voltage drop etc.

H. The work includes performing a scheduled pre-acceptance test prior to scheduling the final acceptance test with the AHJ. The engineer shall provide adequate documentation to the Rhode Island Department of Administration and CCRI stating that the system is ready for a final acceptance test with the AHJ. This documentation is also to include the mandatory battery stand by functionality test.

I. The work also includes the engineer to witness the final acceptance test with the AHJ.

J. The fire alarm installation/demolishing aspect shall address all fire/smoke penetrations as result to the work performed by the contractor. The penetrations shall meet current rules and regulations

#### **4.0 CLOSE-OUT DOCUMENTS (REQUIRED)**

A. The work includes submitting As-built plans and all closeout documentation to the Rhode Island Department of Administration and CCRI for final approval. The engineer shall be required to keep all documentation on file for a period 7 years. This documentation shall be reviewed prior to the owner demonstration and training.

B. Project manual-(technical specifications etc.)

C. Product-equipment data sheets submitted by vendor.

D. Detailed fire alarm riser.

- Conceptual riser

- Type of wire-(color).

- Type of enclosure and connection.

- Isolation as per current rules and regulations also to include before and after all power supplies and master box locations.

- Point to points on all pertinent fire alarm equipment in the event that the fire alarm components need to be replaced in the course of service to the facility.

E. The engineer shall recommend a type of fire alarm system specific to its application that takes in consideration in both the short term and long term goals of the building. The fire alarm type and specification shall be submitted for approval by the State of Rhode Island Department of Administration.

F. The "demo" work as well as patch and repair shall listed as a duty and responsibility in the engineers initial design and shall be included and forwarded to the Rhode Island Department of Administration for approval

G. The engineer shall have the fire alarm installer/distributor/factory representative provide all pertinent operation manuals and a copy of the final programming on a C.D. to be kept on the premises. The engineer shall also have the fire alarm

installer/distributor/factory representative provide in writing a detailed required maintenance schedule and the frequency the maintenance has to be performed in accordance to Manufactures specifications. This detailed narrative shall include all equipment necessary to maintain and operate the fire alarm system (remote power supplies isolation modules etc.)

H. The engineer is to monitor and respond to all RFI in formal format suitable to the Rhode Island Department of Administration RFI procedure protocol.

## **5.0 PRIOR TO FINAL PAYMENT**

5.1 Prior to final payment the engineer shall supply the State of Rhode Island Department of Administration and State of Rhode Island Purchasing Agency All appropriate paperwork i.e.: letters of completion from all aforementioned parties along with request for payment. The engineer shall also:

A. Monitor the demo work as well as patch and repair shall be predetermined as the engineers' initial design and shall be included and forwarded to the Rhode Island Department of Administration for final approval.

B. All work shall satisfy current code requirements in regards to abandoning old work (wiring, conduit old work boxes, and chases etc.).

C. Monitor that all work is completed in a clean and tidy manor and in the event that there is demolishing and or removal of old existing wiring and or appliances the area affected is returned to its original specifications.

D. All work shall be completed in a clean and tidy manor; Contractor is responsible for all pertinent fees and permits associated with the work to be performed prior to any and all work is to be performed. All work performed shall satisfy all local and state rules and regulations. All work is to be tested and inspected by the local Fire Department and The Rhode Island State Fire Marshals' office. Additionally, all work is to be completed to the satisfaction of the State of Rhode Island Department of Administration and CCRI. Please submit all appropriate paperwork i.e.: letters of completion from all aforementioned parties with request payment.

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

**SUPPLEMENTAL TERMS AND CONDITIONS FOR  
CONTRACTS AND SUBAWARDS FUNDED IN WHOLE OR IN PART BY THE  
AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009, PUB. L. NO. 111-5**

**1. Definitions**

- a. "ARRA" or "Recovery Act" means the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5, 123 Stat.115.
- b. "ARRA Funds" means any funds that are expended or obligated from appropriations made under ARRA.
- c. "ARRA Requirements" means these Supplemental Terms and Conditions, as well as any terms and conditions required by: ARRA; federal law, regulation, policy or guidance; the federal Office of Management and Budget (OMB); the awarding federal agency; or, the Rhode Island Office of Economic Recovery and Reinvestment (OERR).
- d. "Contract" means the contract to which these Supplemental Terms and Conditions are attached, and includes an agreement made pursuant to a grant or loan subaward to a Sub-Recipient.
- e. "Contractor" means the party or parties to the Contract other than the Prime Recipient and includes a subgrantee or a borrower. For the purposes of ARRA reporting, Contractor is either a Sub-Recipient or a Recipient Vendor under this Contract.
- f. "Prime Recipient" means a non-Federal entity that expends Federal awards received directly from a Federal awarding agency to carry out a Federal program.
- g. "Recipient Vendor" means a Vendor that receives ARRA Funds from a Prime Recipient.
- h. "Subcontractor" means any entity engaged by Contractor to provide goods or perform services in connection with this contract.
- i. "Sub-Recipient Vendor" means a Vendor that receives ARRA Funds from a Sub-Recipient.
- j. "Sub-Recipient" means a non-Federal entity receiving ARRA Funds through a Prime Recipient to carry out an ARRA funded program or project, but does not include an individual that is a beneficiary of such a program. The term " Sub-Recipient" is intended to be consistent with the definition in OMB Circular A-133

and section 2.2 of the June 22, 2009 OMB Reporting Guidance.<sup>1</sup> A Sub-Recipient is sometimes referred to as a subgrantee.

- k. "Supplemental Terms and Conditions" means these Supplemental Terms And Conditions For Contracts And Subawards Funded In Whole Or In Part By The American Reinvestment Recovery Act Of 2009, Pub. L. No. 111-5, as may be subsequently revised pursuant to ongoing guidance from the relevant federal or State authorities.
- l. "Vendor" means a dealer, distributor, merchant, or other seller providing goods or services that are required for the project or program funded by ARRA. The term "Vendor" is intended to be consistent with the definition in OMB Circular A-133 and section 2.2 of the June 22, 2009 OMB Reporting Guidance.

## 2. **General**

- a. To the extent this Contract involves the use of ARRA Funds, Contractor shall comply with both the ARRA Requirements and these Supplemental Terms and Conditions, except where such compliance is exempted or prohibited by law.
- b. The Contractor acknowledges these Supplemental Terms and Conditions may require changes due to future revisions of or additions to the ARRA Requirements, and agrees that any revisions of or additions to the ARRA Requirements shall automatically become a part of the Supplemental Terms and Conditions without the necessity of either party executing or issuing any further instrument and shall become a part of Contractor's obligations under the Contract. The State of Rhode Island may provide written notification to Contractor of such revisions, but such notice shall not be a condition precedent to the effectiveness of such revisions.

## 3. **Conflicting Terms**

Contractor agrees that, to the extent that any term or condition herein conflicts with one or more ARRA Requirements, the ARRA Requirements shall control.

## 4. **Enforceability**

Contractor agrees that if it or one of its subcontractors or sub-recipients fails to comply with all applicable federal and State requirements governing the use of ARRA funds, including any one of the terms and conditions specified herein, the State may withhold or suspend, in whole or in part, funds awarded under the program, recover misspent funds, or both. This provision is in addition to all other civil and criminal remedies available to the State under applicable state and federal laws and regulations.

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<sup>1</sup> Implementing Guidance for the Reports on Use of Funds Pursuant to the American Recovery and Reinvestment Act of 2009, M-09-21 (June 22, 2009), available at [http://www.whitehouse.gov/omb/assets/memoranda\\_fy2009/m09-21.pdf](http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf).

5. **Applicability to Subcontracts and Subawards**

Contractor agrees that it shall include the Supplemental Terms and Conditions set forth herein, including this provision, in all subcontracts or subawards made in connection with projects funded in whole or in part by ARRA, and also agrees that it will not include provisions in any such subcontracts or subawards that conflict with either ARRA or the terms and conditions herein.

6. **Availability of Funding**

Contractor understands that federal funds made available by ARRA are temporary in nature and agrees that the State is under no obligation to provide additional State-financed appropriations once the temporary federal funds are expended.

7. **Inspection and Audit of Records**

Contractor agrees that it shall permit the State and its representatives, the United States Comptroller General or his representative or the appropriate inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 or his representative to:

- i. Examine, inspect, copy, review or audit any records relevant to, and/or involve transactions relating to, this agreement, including documents and electronically stored information in its or any of its subcontractors' or sub-recipients' possession, custody or control unless subject to a valid claim of privilege or otherwise legally protected from disclosure; and
- ii. Interview any officer or employee of the Contractor regarding the activities and programs funded by ARRA.

8. **Registration Requirements**

- a. **DUNS Number Registration**. Contractor agrees: (i) if it does not have a Dun and Bradstreet Data Universal Numbering System (DUNS) Number, to register for a DUNS Number within 10 business days of receiving this Contract; (ii) to provide the State with its DUNS number prior to accepting funds under this agreement; and (iii) to inform the State of any material changes concerning its DUNS number.
- b. **Central Contractor Registration**. To the extent that Contractor is a Sub-Recipient, it agrees: (i) to maintain a current registration in the Central Contractor Registration (CCR) at all times this agreement is in force, (ii) to provide the State with documentation sufficient to demonstrate that it has a current CCR registration, and (iii) to inform the State of any material changes concerning this registration.
- c. **FederalReporting.gov Registration**. To the extent that Contractor is a Sub-Recipient, it agrees: (i) to register on FederalReporting.gov within 10 business days of receiving this subaward; (ii) to maintain a current registration on

FederalReporting.gov at all times this agreement is in force; (iii) to provide the State with documentation sufficient to demonstrate that it has a current registration on FederalReporting.gov, and (iv) to inform the State of any material changes concerning this registration.

**9. Reporting Requirements under § 1512 of ARRA**

- a. Contractor agrees to provide the State with data sufficient to fulfill the State's ARRA reporting requirements within the timeframes established by State or federal law, regulation or policy, including but not limited to section 1512 reporting requirements.
- b. To the extent that Contractor is a Sub-Recipient with a Subaward having a total value of greater than \$25,000, it agrees to report directly to the Federal government the information described in section 1512(c) of ARRA using the reporting instructions and data elements available online at FederalReporting.gov, and ensure that any information that is prefilled is corrected or updated as needed. Information from these reports will be made available to the public.
- c. To the extent that Contractor is a Sub-Recipient with a Subaward having a total value of greater than \$25,000, it accepts delegation of reporting responsibility of FFATA data elements required under section 1512 of ARRA for payments from the State. Sub-Recipient shall utilize the federal government's online reporting solution at [www.FederalReporting.gov](http://www.FederalReporting.gov). Reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by ARRA.
- d. To the extent that Contractor is a Sub-Recipient with a Subaward having an initial total value of less than \$25,000, but is subsequently modified to exceed \$25,000, Contractor agrees that subsections (b) and (c) above apply after the modification.

**10. Buy American Requirements under § 1605 of ARRA**

- a. Contractor agrees that, in accordance with section 1605 of ARRA, it will not use ARRA funds for a project for the construction, alternation, maintenance, or repair of a public building or public work unless all of the iron, steel and manufactured goods used in the project are produced in the United States in a manner consistent with United States obligations under international agreements. In addition to the foregoing Contractor agrees to abide by all regulations issued pursuant to section 1605 of ARRA.
- b. Contractor understands that this requirement may only be waived by the applicable federal agency in limited situations as set out in section 1605 of ARRA and federal regulations issued pursuant thereto.

**11. Wage Rate Requirements under § 1606 of ARRA**

- a. Contractor agrees that it will comply with the wage rate requirements contained in section 1606 of ARRA, which requires that, notwithstanding any other provision of law, all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to ARRA shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code. The Secretary of Labor's determination regarding the prevailing wages applicable in Rhode Island is available at <http://www.gpo.gov/davisbacon/ri.html>.
- b. Contractor agrees that it will comply with all federal regulations issued pursuant to section 1606 of ARRA, and that it will require any subcontractors or sub-recipients to comply with the above provision.

**12. Required Jobs Data Reporting under § 1512(c)(3)(D) of ARRA**

- a. Contractor agrees, in accordance with section 1512(c)(3)(D) of ARRA and section 5 of the June 22, 2009 OMB Reporting Guidance (entitled "Reporting on Jobs Creation Estimates and by Recipients"), to provide an estimate of the number of jobs created and the number of jobs retained by ARRA-funded projects and activities. In order to perform the calculation, the Contractor will provide the data elements listed in sub-section (b) below.
- b. Contractor agrees that, no later than two business days after the end of each calendar quarter, it will provide to the State the following data elements using a form specified by the State:
  - i. The total number of ARRA-funded hours worked on this award.
  - ii. The number of hours in a full-time schedule for a quarter.
  - iii. A narrative description of the employment impact of the ARRA funded work. This narrative is cumulative for each calendar quarter and at a minimum, shall address the impact on the Contractor's workforce and the impact on the workforces of its subcontractors or sub-recipients.
- c. Contractor agrees that, in the event that the federal government permits direct reporting of section 1512(c)(3)(D) jobs data by sub-recipients or vendors, it will directly report jobs data to the federal government, consistent with any applicable federal law, regulations and guidance.

**13. Segregation of Funds**

- a. Contractor agrees that it shall segregate obligations and expenditures of ARRA funds from other funding it receives from the State and other sources, including other Federal awards or grants.
- b. Contractor agrees that no part of funds made available under ARRA may be commingled with any other funds or used for a purpose other than that of making payments in support of projects and activities expressly authorized by ARRA.

**14. Disclosure pursuant to the False Claims Act**

Contractor agrees that it shall promptly refer to an appropriate Federal Inspector General any credible evidence that a principal, employee, agent, subcontractor or other person has committed a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving ARRA funds.

**15. Disclosure of Fraud, Waste and Mismanagement to State Authorities**

Contractor shall also refer promptly to the Rhode Island Department of Administration, Department of Purchases, any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has committed a criminal or civil violation of State or Federal laws and regulations in connection with funds appropriated under ARRA.

**16. Prohibited Uses of ARRA Funds**

- a. Contractor agrees that neither it nor any subcontractors or sub-recipients will use the funds made available under this agreement for any casinos or other gambling establishments, aquariums, zoos, golf courses, swimming pools, or similar projects.
- b. Contractor agrees that neither it nor any subcontractors or sub-recipients will use the funds made available under this agreement in a manner inconsistent with any certification made by the Governor or any other State official pursuant to the certification requirements of ARRA, which are published online at <http://www.recovery.ri.gov/certification/>.

**17. Whistleblower Protection under §1553 of ARRA**

- a. Contractor agrees that it shall not discharge, demote, or otherwise discriminate against an employee as a reprisal for disclosures by the employee of information that he or she reasonably believes is evidence of (1) gross mismanagement of an agency contract or grant relating to covered funds; (2) a gross waste of covered funds; (3) a substantial and specific danger to public health or safety related to the implementation or use of covered funds; (4) an abuse of authority related to the implementation or use of covered funds; or (5) a violation of law, rule, or

regulation related to an agency contract (including the competition for or negotiation of a contract) or grant, awarded or issued relating to covered funds.

- b. Contractor agrees to post notice of the rights and remedies available to employees under section 1553 of ARRA.

**Please note that the State will strictly enforce compliance with all ARRA Requirements and these Supplemental Terms and Conditions. Accordingly, all Contractors should familiarize themselves with these Supplemental Terms and Conditions as well as all ARRA Requirements as they relate to this Contract.**