

THE
RHODE ISLAND TURNPIKE AND BRIDGE
SPECIFICATIONS
FOR
ARMORED CAR SERVICE

CONTRACT 14-1

February, 2014

Office of the Executive Director
One East Shore Road
Jamestown, RI 02835

Earl J. Croft III
Executive Director

RHODE ISLAND TURNPIKE AND BRIDGE

INVITATION TO BID

ARMORED CAR SERVICE

Sealed bids, in duplicate, plainly marked, “Sealed Bid – Armored Car Service”, will be received until **3:00 PM, EST, Monday, March 3, 2014** at the Office of the Executive Director of the Rhode Island Turnpike and Bridge Authority in the Administrative Building Toll Plaza, 1 East Shore Road, Jamestown, Rhode Island 02835. Bids will be opened publicly at **3:00 PM**. Bids may be sent via USPS to Post Office Box 437, Jamestown, RI 02835 or sent via FedEx/UPS to 1 East Shore Road, Jamestown, Rhode Island 02835, phone number (401) 423-0800.

Copies of specifications may be obtained at the above office on or after Friday, February 14, 2014 between the hours of 8:30 AM and 4:30 PM, EST.

No bid may be withdrawn for a period of sixty (60) days subsequent to the opening thereof without written permission of the Executive Director, Earl J. Croft III. All bids may be withdrawn upon written request prior to bid opening.

RITBA reserves the right to reject any or all bids, waive any informalities in the bidding or accept the bid deemed to be in the best interest of the Authority.

PURPOSE

The Rhode Island Turnpike and Bridge Authority is seeking bids for Armored Car Service. This contract will cover two (2) years with an optional one (1) year extension. The work in this contract will be to deliver the RITBA cash deposits to the Citizens Bank Operations Center, One Citizens Drive, Riverside, RI. The pick up is at the Newport Pell Bridge Toll Plaza Administration Building.

LIABILITY INSURANCE

\$50,000 for the deposit

\$5,000 for the change order

Proof of Insurance is required.

CONTACT PERSON

Contact Nancy Parrillo, CFO for further information.

Telephone: 423-0800

E-mail: nparrillo@ritba.org or jhead@ritba.org

GENERAL TERMS AND CONDITIONS

1. RECEIPT AND OPENING OF PROPOSALS:

Sealed Bids (Proposals) will be accepted and time stamped upon receipt in the office of the Executive Director at One East Shore Road, Jamestown, Rhode Island, 02835 until the time indicated on the attached Advertisement for Bids, for the commodities, equipment or services listed in the specifications, and will then be publicly opened and read in the Executive Director's office.

2. FORM OF BID:

Proposals shall be submitted in duplicate, on form provided, with supplemental information, drawings, warranties and other required documentation, literature and material to be provided, with the bid, on the bidders own form.

3. SUBMISSION OF BIDS:

- a. Envelopes containing bids must be sealed and addressed to the Rhode Island Turnpike and Bridge Authority, Office of the Executive Director, One East Shore Road, Jamestown, RI 02835, and must be marked with the name and address of the bidder, date and hour of opening, and name of item in bid call.
- b. The Executive Director, in his capacity as Purchasing Agent, will decide when the specified time has arrived to open bids, and no bid received thereafter will be considered.
- c. Any bidder may withdraw his bid by written request at any time prior to the advertised time for opening. Telephonic bids, amendments, or withdrawals will not be accepted.
- d. Unless otherwise specified, no bid may be withdrawn for a period of sixty (60) days from time of bid opening.
- e. Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it has been opened.
- f. Proposals received prior to the time of opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a proposal not properly addressed and identified.
- g. Any deviation from the Specifications must be noted in writing and attached as part of the bid proposal. The Bidder shall indicate the item or part with the deviation and indicate how the bid will deviate from Specifications.

4. RHODE ISLAND SALES TAX:

The authority is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

5. FEDERAL EXCISE TAXES: The authority is exempt from the payment of any excise tax or federal transportation taxes. The price bid must be exclusive of taxes and will be so construed.

6. QUALIFICATION OF BIDDERS:

The owner may make such investigations as it deems necessary to determine the ability of the bidder to perform the work. The bidder shall furnish the authority with all such information and data for the purpose as may be requested.

7. ADDENDA AND INTERPRETATIONS:

No interpretation on the meaning of the Plans, Specifications or other Contract Document will be made to any bidder orally. Every request for such interpretations should be in writing, addressed to the Executive Director, One East Shore Road, Jamestown, RI 02835 or by email to Nancy Parrillo at nparrillo@ritba.org and to be given consideration must be received at least seven (7) days prior to the date fixed for the opening of the bids.

All questions pertaining to the specifications or proposal procedure should be first directed to the Executive Director. Where information from the Executive Director differs from information from any other source, the information from the Executive Director prevails. The Authority is not responsible for information obtained from any other source.

8. AWARD OF BIDS:

The Authority reserves the right to award in whole or in part.

9. LIABILITY INSURANCE:

All risk armored car transit and storage insurance for a maximum liability of \$50,000 for deposits and \$5,000 for change orders. Also, evidence against malfeasance by carrier employees must be evidenced.

10. HOLD HARMLESS:

The contractor shall be responsible for his work and every part thereof, and for all materials, tools, appliances, and property of every description used in connection therewith. The contractor agrees to indemnify and save harmless the Rhode Island Turnpike and Bridge Authority, its employees and agents, against loss or expense by reason of the liability imposed by law upon the contractor, all sub-contractors, or owner for damage because of bodily injuries, including person or persons or on account of damage to property arising out of or in consequence of the performance of this work whether such injuries to persons or damage to property are due or claimed to be due to any negligence, including gross negligence, of a sub-contractor, the owner, the general contractor, his or their employees or agents, or any other person.

**TURNPIKE AND BRIDGE AUTHORITY
SPECIFICATIONS**

ARMORED CAR SERVICE

CONTRACT 13-11

Please supply bids for options one and two, 4 day service and 5 day service.

ARMORED CAR SERVICE REQUIREMENTS:

- 5 day service (Monday through Friday)
- Pick-up **guaranteed** between the hours of 10:00 am and 2:00 pm
- Delivery to Citizens Money Center

Citizens Op Center
One Citizens Drive
Riverside, RI 02915

- Hours of Operation 8:30 – 4:30 p.m. (Monday-Friday)
- Pickup Area:
RITBA Toll Plaza
One East Shore Road
Jamestown, RI 02834

Incremental cost for additional drop-off at:
Bank of America Banking Center
6725 Post Road (Route 1)
North Kingstown, RI 02852

Please include at least three (3) references with bid.

REFERENCES:

Name: _____

Firm: _____

Contact Number: _____

Address: _____

Name: _____

Firm: _____

Contact Number: _____

Address: _____

Name: _____

Firm: _____

Contact Number: _____

Address: _____

Name: _____

Firm: _____

Contact Number: _____

Address: _____

BID PROPOSAL

TO: Rhode Island Turnpike and Bridge
Office of the Executive Director
One East Shore Road
Jamestown, RI 02835

Gentlemen:

We the undersigned propose to furnish to the Rhode Island Turnpike and Bridge Authority
“Armored Car Service”, per attached specifications dated March, 2014.

Five days a week

Price in words: _____

Price in figures: \$ _____

Incremental Cost for Additional stop

Price in words: _____

Price in figures: \$ _____

Please supply any additional pertinent information about your proposal that is relevant to this contract.

Did you deviate from the specifications in any way: YES____ NO____?

(If yes, you must submit a detailed description of all deviations so that your product or service can be properly evaluated.)

Delivery: _____ calendar days after receipt of order.

By: _____

Authorized Signature Date

Company

Print Name & Title

Address

Telephone
Code

Fax

Authority

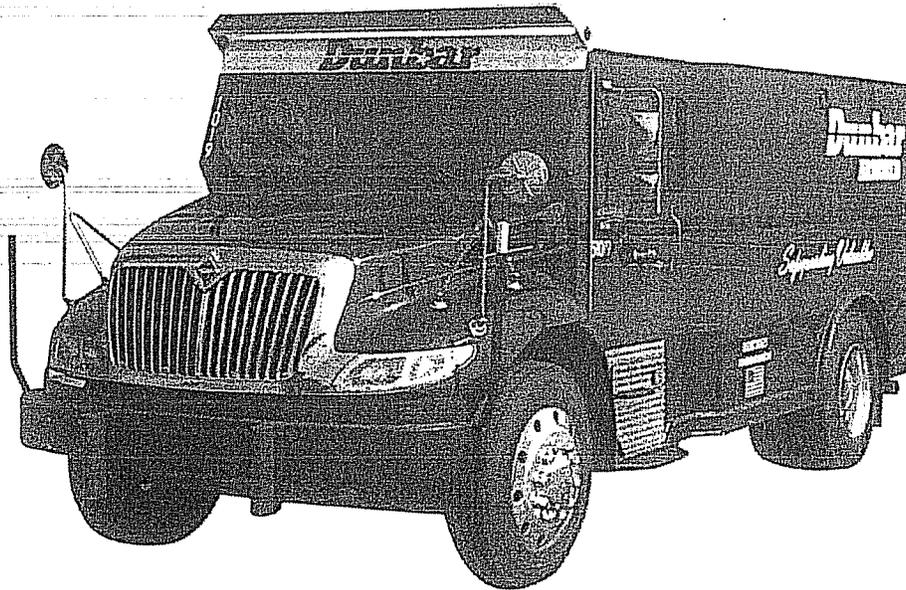
State

⌘

Please submit bid proposal page and any brochures in duplicate.

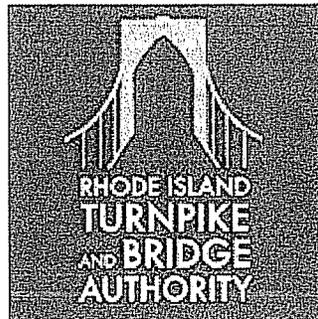
RFP 14-1

Dunbar ARMORED



PROPOSAL FOR ARMORED CAR SERVICES

~ FOR ~



ORIGINAL

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50 Schilling Road
Hunt Valley, MD 21031-1424
(410) 584-9800
(800) 888-2129

March 3, 2014

Office of the Executive Director of the RI Turnpike and Bridge Authority
Administrative Building Toll Plaza
1 East Shore Road
Jamestown, RI 02835

Subject: Dunbar Cover Letter

Dear Mr. Croft,

Thank you for your continued interest in Dunbar Armored and the opportunity to review the RI Turnpike and Bridge Authority's Invitation to Bid for Armored Car Service. As your current service provider, Dunbar Armored is pleased to provide our competitive proposal for your review. We welcome the opportunity to continue open dialogue and further clarify any questions you may have presented in our proposal.

With our superior history of customer service, Dunbar continues to refine processes, mitigate risks and implement new technologies to effectively respond to the unique needs of our customers across the country. Dunbar leads the industry with state-of-the-art facilities coast-to-coast and innovative digital package tracking systems supported by time-tested operating procedures to meet your cash management needs. At Dunbar we value enduring partnerships. We greatly appreciate the opportunity we have had to service the RITBA over the past seven (7) years and value our longstanding relationship.

Dunbar Armored is a financially strong company with a long, proud history built on honesty and integrity. We work hard everyday to maintain our leadership position as *The Most Trusted Name In Security*[®] and our reputation for professionalism, service execution, advanced technology and customer service excellence.

For additional information and/or assistance, please feel free to contact Ms. Laura Lesnick, Assistant Manager of Bid Administration at (410) 229-1890 or via e-mail: laura.lesnick@dunbararmored.com.

Our proposal shall remain valid for ninety (90) calendar days from the date of bid opening.

On behalf of Dunbar Armored and the entire proposal team, thank you for this opportunity to service your Armored Car Service needs. We look forward to working with the RI Turnpike and Bridge Authority on this very important program.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Patrick Frampton". The signature is fluid and cursive.

J Patrick Frampton
Vice President of Bid Administration

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**TURNPIKE AND BRIDGE AUTHORITY
SPECIFICATIONS**

ARMORED CAR SERVICE

CONTRACT 13-11

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Citizens Op Center
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- Pickup Area:

RITBA Toll Plaza
One East Shore Road
Jamestown, RI 02834

Incremental cost for additional drop-off at:

Bank of America Banking Center
6725 Post Road (Route 1)
North Kingstown, RI 02852

Please include at least three (3) references with bid.

REFERENCES:

Name: Rosemary Picard

Firm: Dean Bank

Contact Number: 508-528-0088

Address: 21 Main Street, Franklin, MA 02038

Name: Bobby Ciampa

Firm: CFS Restaurant Group

Contact Number: 617-536-2800

Address: 284 Newbury Street, Boston, MA 02115

Name: Tim Scanlon

Firm: Roche Brothers

Contact Number: 781-235-9400

Address: 70 Hastings Street, Wellesley Hills, MA 02481

Name: James Birney

Firm: Autotote Enterprises, Inc.

Contact Number: 203-946-3184

Address: 600 Long Warf Drive, New Haven, CT 06511

RITBA Toll Plaza										
Loc Name	Address	City	State	State Zip	Liability Checks/Cash Combined	Service Days	Service Window	Depository	Monthly Rate	
RITBA Toll Plaza	One East Shore Rd	Jamestown	RI	02834	\$55,000.00	4	10AM-2PM	Citizens Ops Center	\$433.35	
RITBA Toll Plaza	One East Shore Rd	Jamestown	RI	02835	\$55,000.00	5	10AM-2PM	Citizens Ops Center	\$541.68	

***Dunbar will apply a fee of \$15.00 per trip for the additional drop-off to the Bank of America depository**
****Dunbar's Standard Fuel Matrix will be used to calculate a fuel surcharge - please see attached matrix for surcharge percentages**
*****Dunbar will apply a fee of \$24.00 for the replacement of the Redbook (receipt book) and \$15.00 for replacement D-Trak Cards**



 3/5/14



The Most Trusted Name In Security

The Dunbar fuel surcharge matrix is based on benchmark information from the US Energy Information Administration (www.eia.doe.gov) and will be calculated monthly.

Dunbar Fuel Matrix			
\$2.80	9.05%	\$4.60	14.45%
\$2.90	9.35%	\$4.70	14.75%
\$3.00	9.65%	\$4.80	15.05%
\$3.10	9.95%	\$4.90	15.35%
\$3.20	10.25%	\$5.00	15.65%
\$3.30	10.55%	\$5.10	15.95%
\$3.40	10.85%	\$5.20	16.25%
\$3.50	11.15%	\$5.30	16.55%
\$3.60	11.45%	\$5.40	16.85%
\$3.70	11.75%	\$5.50	17.15%
\$3.80	12.05%	\$5.60	17.45%
\$3.90	12.35%	\$5.70	17.75%
\$4.00	12.65%	\$5.80	18.05%
\$4.10	12.95%	\$5.90	18.35%
\$4.20	13.25%	\$6.00	18.65%
\$4.30	13.55%	\$6.10	18.95%
\$4.40	13.85%	\$6.20	19.25%
\$4.50	14.15%	\$6.30	19.55%

Should fuel prices increase above \$6.30 per gallon, the fuel matrix will continue with increases consistent with the schedule above.

Dunbar Armored, Inc. Pricing Proposal

Dunbar Pricing Proposal:

Dunbar will apply a fee of \$15.00 per trip for the additional drop-off to the Bank of America depository.

Dunbar's Standard Fuel Matrix will be used to calculate a fuel surcharge. Please see the attached matrix for surcharge percentages.

Dunbar has planned this work at an average of 8 minutes premise time and 5 items per pickup. Currently the RITBA abides by these requirements. We expect the RITBA will continue to work with us at achieving these rates.

Dunbar will apply a fee of \$24.00 for the replacement of the Red Book (receipt book) and \$15.00 for replacement DTrack Cards.

The ITB states, "This contract will cover two (2) years with an optional one (1) year extension."

The monthly rates provided will be fixed for the first two (2) years of the contract. If the RITBA chooses to continue service with Dunbar for an additional option year, there will be no rate increase for the third year (optional one (1) year extension); rates will be fixed for all three (3) years.

Dunbar Check Reconstruction: Dunbar's pricing assumes checks are covered for reconstruction purposes only. That is the agency will co-operate to the best of its ability to identify the maker and amount of each check in the event it is lost or stolen and to obtain a replacement check.

Dunbar's liability in the event of loss or damage to checks and/or cash letters shall be limited to all reasonable costs incurred by the Customer in reconstructing and obtaining replacement checks. Dunbar shall reimburse Customer for all labor expense, postage, telephone calls, stop payment fees, and any other reasonable costs directly related to reconstruction and obtaining replacement checks. Dunbar's liability shall not exceed the amount of five thousand dollars (\$5,000) face value per location. Everything else is covered for reconstruction only.

Dunbar Service Clarification: Due to the nature of our business armored car routes are subject to change for a variety of reasons including but not limited to traffic and weather conditions as well as road and security issues.

Dunbar Holiday Service: Dunbar observes the following holidays: New Year's Day, M. L. King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving and Christmas.

Service is not available on New Year's Day, Thanksgiving and Christmas.

QPS 3/3/14

DUNBAR INSURANCE COVERAGE

There is no better insurance than the armored car "All Risk" coverage, known as transit and storage insurance, which Dunbar Armored offers. There are no exceptions, no warranties and no conditions, except the standard war and nuclear exclusion. "All Risk" armored car cargo liability will cover currency, coin, checks and other valuables against all risks of physical loss of or damage to the insured property up to your stated liability limits. Checks are subject to reconstruction.

Our armored car "All Risk" insurance will provide for the safety of all funds in our possession. The current policy limit is \$600,000,000.00 per occurrence, (through American Insurance Company and Lloyds of London). This policy also provides aggregate maximum loss coverage for employee fidelity coverage as extra assurance of performance. This insurance is included in our transit and storage policy. A certificate will be issued should we be awarded a contract. The certificate will show liability limits consistent with your specifications.

GENERAL INSURANCE COVERAGE

Dunbar Armored carries public liability coverage for property damage and bodily injury in the amount of \$1,000,000 for each person and \$1,000,000 for each accident, to protect our servants and agents performing work or furnishing services covered by this contract from all claims for personal injury, including loss of life, as well as from all claims for property damage which may arise from operations under this contract, whether caused by us or by anyone directly or indirectly employed by or acting for us. In addition, we have an umbrella policy covering excess liability up to \$50,000,000. A certificate of this coverage will be furnished upon contract award.

AUTOMOBILE LIABILITY

Our automobile liability policy provides bodily injury and property damage combined single limits in the amount of \$2,000,000 for each accident.

WORKER'S COMPENSATION

Our Worker's Compensation coverage will be provided with statutory minimum limits.

We believe our insurance package provides what you need. We have designed it for your protection. Dunbar does not believe in a 'least amount' approach, and we have structured the "All Risk" coverage amounts to provide adequate protection based upon the potential volume of activity.



**Bureau of Workers'
Compensation**

30 W. Spring St.
Columbus, OH 43215

Certificate of Premium Payment

This certifies the employer listed below has paid into the Ohio State Insurance Fund as required by law. Therefore, the employer is entitled to the rights and benefits of the fund for the period specified. For more information, call 1-800-OHIOBWC.

This certificate must be conspicuously posted.

Policy No. and Employer

Period Specified Below

732889

07/01/2013 Thru 02/28/2014

DUNBAR ARMORED INC
50 SCHILLING RD
HUNT VALLEY, MD 21031-1105



ohiobwc.com

Stephen Bucher
Administrator/CEO

You can reproduce this certificate as needed.

Ohio Bureau of Workers' Compensation

Required Posting

Effective Oct. 13, 2004, Section 4123.54 of the Ohio Revised Code requires notice of rebuttable presumption. Rebuttable presumption means an employee may dispute or prove untrue the presumption (or belief) that alcohol or a controlled substance not prescribed by the employee's physician is the proximate cause (main reason) of the work-related injury.

The burden of proof is on the employee to prove the presence of alcohol or a controlled substance was not the proximate cause of the work-related injury. An employee who tests positive or refuses to submit to chemical testing may be disqualified for compensation and benefits under the Workers' Compensation Act.



**Bureau of Workers'
Compensation**

You must post this language with the certificate of premium payment.



TELE: 732-855-3155
FAX: 732-855-3158
www.willis.com

DUNBAR ARMORED, INC.
CARGO INSURANCE CONFIRMATION

INSURED

Dunbar Armored, Inc. and/or Federal Armored Express and/or any affiliated, subsidiary or associated companies.

PERIOD

September 1, 2011 to September 1, 2014

EXPOSURES COVERED

Armored Car Transit, Vault and Safe Risk, Air Courier and ATM Servicing.

Underwriter

Great American Insurance Co. – Policy No. AC-379-30-18
Lloyds of London – Policy No. 11875W11

Limit of Liability

\$600,000,000 per occurrence
Note: limit applies to any one conveyance or location at any one time.

EXPOSURE COVERED

Terrorism

Underwriter

Lloyds of London – Policy No. 11978W11

Limit of Liability

\$100,000,000 each and every loss and in the aggregate.

COVERING

Currency, Coin, Bullion, Stocks, Bonds, Negotiable and Non-Negotiable, Securities, Checks and other Valuable Properties.

TERMS & CONDITIONS

To cover Dunbar's liability assumed by contract or otherwise against All Risks of Physical Loss or Damage to the insured property including any act or omission/dishonesty of the insured and/or of its employees.

GEOGRAPHICAL SCOPE

Attaches from the time property is delivered into the insured's custody and covers in due course of transit until time of delivery including storage.

CANCELLATION CLAUSE

Coverage is subject to 30 days notice in writing for Cancellation.

POLICY EXCLUSIONS

The policy does not cover loss or damage arising from:

- War, Invasion, Revolution, Rebellion & Civil War;
- Weapons of War employing Atomic Fission or Radioactive Force;
- Loss by Nuclear Reaction or Nuclear Radiation.

WARRANTIES

NONE

Authorized Signature 

Dated 8/24/11