

RHODE ISLAND TURNPIKE AND BRIDGE AUTHORITY

INVITATION TO BID

**PLUMBING SERVICES - GENERAL REPAIRS & MAINTENANCE
RI TURNPIKE & BRIDGE AUTHORITY FACILITY
FY 2013 - FY 2016**

CONTRACT 13-2

Sealed bids, in triplicate, plainly marked, "Sealed Bid - FY 2012 - Plumbing Services - General Repairs & Maintenance", will be received until **3:00 PM on Tuesday, February 26, 2013** 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 P.M. Bids may be transmitted to Post Office Box 437, Jamestown, RI 02835.

Copies of specifications may be obtained at the above office on or after Tuesday February 12, 2013, between the hours of 8:30 AM and 4:00 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No bid may be withdrawn for a period of sixty (60) days subsequent to the opening thereof without written permission of the Executive Director. All bids may be withdrawn upon written request prior to bid opening.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 interests of the Authority.

PURPOSE

The Rhode Island Turnpike and Bridge Authority is seeking bids for Plumbing Services at the Rhode Island Turnpike and Bridge Authority in Jamestown, Rhode Island. The contract is for a two-year period with the potential for two 1-year extensions (2+1+1) and responses will be considered bid as such.

CONTACT PERSON

Buddy Croft, Executive Director for further information.
Telephone: (401) 423-0800

Buddy Croft
Executive Director, RITBA

**PLUMBING SERVICES - GENERAL REPAIRS & MAINTENANCE
RI TURNPIKE & BRIDGE AUTHORITY FACILITY
FY 2013 - FY 2016**

CONTRACT 13-2

**THE RHODE ISLAND TURNPIKE AND BRIDGE AUTHORITY
JAMESTOWN, RHODE ISLAND**

GENERAL TERMS AND CONDITIONS

1. RECEIPT AND OPENING OF BIDS:

Sealed bids will be accepted and time stamped upon receipt in the office of the RITBA Executive Director, 1 East Shore Road, Jamestown, RI until the time indicated on the attached Invitation for Bids, for the commodity, equipment or services listed in the Specifications and will be publicly opened and read in the Office of the Executive Director.

2. FORM OF BIDS:

Bids shall be submitted on the forms provided in accordance with instructions given in the specifications below.

3. SUBMISSION OF BIDS:

- a. Envelopes containing bids must be sealed and addressed to the Executive Director of the Rhode Island Turnpike and Bridge Authority and marked with the name and address of the bidder date and hour of opening and the name of the item in the bid call.
- b. Bids will be accepted until 3:00 pm, February 26, 2013. No bid received thereafter will be considered.
- c. A bidder may withdraw his bid by written request at any time prior to the advertised time for bid opening. E-mailed bids, amendments or withdrawals will 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.

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Jamestown, Rhode Island

- f. Bids 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 bid not properly addressed and identified.
- g. Any deviation from the Specification must be noted in writing and attached as part of the bid. The bidder shall indicate the item or part with the deviation and indicate how the bid will deviate from the Specifications.
- h. IRS Form W-9, must be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

4. RHODE ISLAND SALES TAX:

The Rhode Island Turnpike and Bridge Authority is exempt (RITBA tax exempt # 984) from the payment of 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 TAX:

The Authority is exempt from the payment of any excise tax or Federal Transportation taxes. The prices proposed must be exclusive of taxes and will be so construed.

6. PREVAILING WAGE:

The contract for Plumbing Services at the Rhode Island Turnpike and Bridge Authority is subject to current Rhode Island Prevailing Wage Laws.

7. BONDS AND INSURANCE:

The Contractor shall carry and maintain the following insurance coverage at his own expense:

- a. All insurance for this Contract shall be written by a company (or companies) acceptable to the Authority and all policies shall be submitted to the Authority for examination prior to commencement of operations by the Contractor.
- b. Contractor's Liability Insurance
Liability Insurance shall include all major divisions of coverage and be on a comprehensive general liability basis including:
 - Premises – Operations
 - Independent Contractor's Protective
 - Products and completed operations
 - Owned, non-owned and hired motor vehicles
 - Broad form coverage for property damage (including explosion, collapse and underground)
- c. The insurance required by this Subparagraph (b) shall be written for not less than the following, or greater if required by Law.

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1. Worker's Compensation
 - a. State of Rhode Island – Statutory
 - b. Employer's Liability

2. Comprehensive General Liability (including premises operations; independent contractor protective; products & completed Operations; Broad Form Property Damage):
 - a. Bodily Injury:
 - \$1,000,000 – Each Occurrence
 - \$1,000,000 Annual Aggregate

 - b. Property Damage
 - \$1,000,000 – Each Occurrence
 - \$1,000,000 Annual Aggregate

Property Damage Liability Insurance will provide X, C or U coverage as applicable.

3. Contractor's Liability
 - a. Bodily Injury:
 - \$1,000,000 – Each Occurrence

 - b. Property Damage
 - \$1,000,000 – Each Occurrence
 - \$1,000,000 Annual Aggregate

4. Personal Injury, with Employment Exclusion deleted:
 - \$1,000,000 Annual Aggregate

5. Comprehensive Automobile Liability:
 - a. Bodily Injury:
 - \$500,000 Each Person
 - \$1,000,000 – Each Occurrence
 - b. Property Damage:
 - \$1,000,000 – Each Occurrence

6. Property Insurance:

The Contractor shall purchase and maintain property insurance upon the entire Work at the site to the full insurable value thereof.

7. Subcontractors' Insurance

If any part of the work is sublet, insurance shall be provided by or on behalf of the subcontractor(s) to cover that part of the work each has contracted to perform and shall be maintained during the life of each subcontract for Workers' Compensation with any necessary endorsements, and Public Liability and Property Damage coverage. The minimum amounts of coverage for the aforementioned types of insurance shall be the same as specified in Sections 1 through 6 above except that if the Authority is of the opinion that said minimum amounts of coverage appear excessive because of the extent or nature of the work to be performed by the subcontractor. Any lesser amounts of coverage must be approved by the Authority prior to the commencement of work.

8. QUALIFICATIONS OF BIDDERS: ADD

The bidder shall furnish the Authority with all such information and data required on the attached AIA Contractor's Qualification Statement with the bid package.

9. ADDENDA AND INTERPRETATIONS:

No interpretation on the meaning of the Plans, Specifications or other Contract Documents will be made to any bidder orally. Every request for such interpretation must be in writing or by e-mail addressed to the Chief Financial Officer (CFO), RITBA, PO Box 437, Toll Plaza, Jamestown, Rhode Island 02835 or via email at nparrillo@ritba.org. To be given consideration, questions 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 bid procedure should be first directed to the CFO. Where information from the CFO differs from information received from another source, the information from the CFO prevails.

10. HOLD HARMLESS:

The successful bidder 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 successful bidder 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 the law upon the successful bidder, all sub-contractors or the Authority 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 subcontractor, the Authority, the General Contractor, his employees or agents, or any other person.

SCOPE OF WORK

DESCRIPTION. The Rhode Island Turnpike and Bridge Authority is seeking bids for Plumbing Services at the Rhode Island Turnpike and Bridge Authority's administration and maintenance facilities. in Jamestown and Newport, Rhode Island. (A map of the areas for consideration is attached.) The contract is for a two-year period with the potential of 2 additional 1-year extensions (2+1+1). Responses will be considered bid as such.

GENERAL REQUIREMENTS.

The services of a Rhode Island licensed plumber are required for general repairs and maintenance of the Authority's administration and maintenance facilities - specifically toilets, showers, and related plumbing systems.

A copy of the plumber's license must be submitted with the proposal. The plumber shall employ the services of only licensed plumbers paid at Rhode Island's prevailing wage rates in the delivery of services.

All plumbers will submit to a security background check.

SPECIAL REQUIREMENTS.

The plumber will respond to emergency calls **within 2 hours** and normal service within 24 hours. The plumber will report to the Authority's Maintenance Supervisor. Plumber will furnish the name and telephone number of the person to be contacted 24 hours per day for emergency and normal service. (See BID FORM).

The time clock located in the Authority's administration building will be used to document actual time spent on a specific problem. Each employee of the Contractor shall punch a time card at the start of the work and at the completion of the work. In addition, each employee of the Contractor shall punch in and out for a meal break. Actual hours (total hours) on the job will be rounded off to the nearest 15 minute increment.

Daily reports on forms provided by the Contractor shall be completed by the plumber for each service call.

The Plumbing Maintenance Contractor cannot bid other Rhode Island Turnpike & Bridge Authority contracts without the approval of the Authority's Executive Director.

BILLING AND PAYMENT.

Payment for work performed will be on a per hour basis on the plumber's own invoice forms, in duplicate, and with written field reports listing the date of the hours of work, a brief description of the type and location of the work performed, and a list and cost of materials when used and approved by the Authority, all properly identified for auditing purposes.

TERMINATION OF CONTRACT.

If at any time the plumbing services are not fully satisfactory to the Authority, which fact shall be determined solely by the Authority, the Authority may terminate this agreement by giving 30-day notice in writing of its intention to terminate said agreement.

BID FORM
PLUMBING SERVICES

To: RHODE ISLAND TURNPIKE & BRIDGE AUTHORITY
 Jamestown, Rhode Island

Project: RHODE ISLAND TURNPIKE & BRIDGE AUTHORITY: Plumbing Services -
 General Repairs & Maintenance
 Jamestown/Newport, Rhode Island

Date: 2-20-13

Submitted by:

Atlantic Control Systems Inc
 Company Name

P.O. Box 313 Exeter RI 02822
 Street, City, State, Zip

401-294-1560
 Telephone

1. DESCRIPTION

This Contract includes the general repair and maintenance of the plumbing systems of the Rhode Island Turnpike and Bridge Authority's Administrative Offices and maintenance facilities. All work shall be in accordance with the specifications and to the satisfaction of the Rhode Island Turnpike and Bridge Authority.

2. BID

Having examined the place of The Work and all matters referred to in the Instructions to Bidders, we, the undersigned, hereby offer to enter into a Contract to perform The Work as follows:

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
Hourly rate: plumber on job:	<u>96⁰⁰</u>	<u>98⁰⁰</u>	<u>100⁰⁰</u>	<u>102⁰⁰</u>
Overtime hourly rate : plumber on job:	<u>96⁰⁰</u>	<u>98⁰⁰</u>	<u>100⁰⁰</u>	<u>102⁰⁰</u>
Hourly rate: journeyman on job:	<u>96⁰⁰</u>	<u>98⁰⁰</u>	<u>100⁰⁰</u>	<u>102⁰⁰</u>
Overtime hourly rate : plumber on job:	<u>96⁰⁰</u>	<u>98⁰⁰</u>	<u>100⁰⁰</u>	<u>102⁰⁰</u>

NOTE: Travel time is not the responsibility of the Rhode Island Turnpike & Bridge Authority and the Authority will not compensate the contractor.

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Jamestown, Rhode Island

Percentage mark-up on parts and materials used in providing said maintenance:

Percent mark-up: 20%

CONTACT INFORMATION: 24-hours per day:

Name: James Grundy

Title: President

Telephone No. (24 hrs.): 401-294-1560 office w/ 24hr Service
401-255-1024 cell

3. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for sixty days from the Bid closing date.

The bidder understands that the Rhode Island Turnpike and Bridge Authority reserves the right to reject any or all bids and to waive any informalities to the bidding.

If the Bid is accepted by the Rhode Island Turnpike and Bridge Authority within the time period stated above, we will:

Execute the Agreement within ten days of receipt of Notice of Award.

4. CONTRACT TIME

If this Bid is accepted, the Bidder hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE TO PROCEED.

5. BID FORM SIGNATURES (S)

Atlantic Control Systems Inc License
(Bidder's Name) CMP# 27

By: James Grundy President
Title: President

Corporate Seal:

END OF SECTION