



## Town of North Kingstown, Rhode Island

100 Fairway Drive  
North Kingstown, RI 02852  
Phone: (401) 268-1500  
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### **INVITATION FOR BIDS CLEANING PUBLIC RESTROOMS/FACILITIES IN THE TOWN OF NORTH KINGSTOWN – Three Year Contract**

Sealed proposals for the above will be accepted by the Purchasing Agent, Municipal Offices Building, 100 Fairway Drive, North Kingstown, RI 02852-1799, until **10:00AM, on Tuesday, December 19, 2017**, and will then be publicly opened and read aloud.

**NO BIDS WILL BE ACCEPTED AFTER THE TUESDAY, DECEMBER 19, 2017,  
10:00 A.M. DEADLINE.**

A pre-bid meeting will be held on Tuesday, December 12, 2017, beginning at 10:00 a.m., starting at the Public Works Facility, 2050 Davisville Road, North Kingstown, which will provide bidders the only opportunity to view each location.

**IT IS THE RESPONSIBILITY OF THE PROSPECTIVE BIDDERS TO MONITOR THE TOWN'S WEBSITE FOR ANY SUBSEQUENT BID ADDENDUMS. NO ADDENDUMS WILL BE ISSUED OR POSTED WITHIN FORTY-EIGHT (48) HOURS OF THE BID SUBMISSION DEADLINE.**

The bid will be evaluated as to R.I.G.L. 45-55-5. (2) "Competitive Sealed Bidding" and the award shall be made on the basis of the lowest evaluated or responsive bid price.

**A Certificate of Insurance showing \$1 million General Liability and \$1 million Any Auto, with the Town being named as an additional insured, and Worker's Compensation, with a waiver of subrogation, will be required of the successful bidder.**

The Town of North Kingstown reserves the right to reject any or all proposals or parts thereof; to waive any formality in same, or accept any proposal deemed to be in the best interest of the Town.

The Town of North Kingstown will provide interpreters for the hearing impaired at any pre-bid or bid opening, provided a request is received three (3) days prior to said meeting by calling 294-3331, ext. 142.

Kris Kinder  
Purchasing Agent

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND  
INFORMATION FOR BIDDERS**

**ARTICLE 1. RECEIPT AND OPENING OF BIDS**

Sealed bids must be submitted in SEALED ENVELOPES, addressed to the Purchasing Agent, Municipal Offices Building, 100 Fairway Drive, North Kingstown, Rhode Island 02852, and clearly marked with the name of the item bid, and the date and time of opening. Bids will be received by the Purchasing Agent up to the specified time as noted on the Invitation to Bid, and publicly opened and read aloud at the specified time. Proposals submitted for a specified item must not be combined under the same cover with any other bid item.

It is the bidder's responsibility to see that his bid is delivered within the time and at the place prescribed. Proposals received prior to the time of opening will be securely kept unopened. No responsibility will attach to any officer or person for the premature opening of a proposal not properly addressed and identified.

Any bid received after the time and date specified shall not be considered, by messenger or by mail, even if it is determined by the Town that such non-arrival before the time set for opening was due solely to delay in the mails for which the bidder is not responsible. Conditional or qualified bids will not be accepted.

**ARTICLE 2. PREPARATION OF BID**

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten, both in words and figures. Erasures or other changes must be explained or noted over the signature of the bidder.

Each bid must be submitted in sealed envelopes, clearly labeled, so as to guard against opening prior to the time set therefore.

The Town may consider any bid not prepared and submitted in accordance with the provisions hereof and reserves the right to reject any or all proposals in whole or in part, toward any item, group of items, or total bid; to waive any technical defect or formality in same, or to accept any proposal deemed to be in the best interest of the Town.

In the event more than one item is requested and/or listed on the Proposal Form, bidders may bid on any or all items. The Town reserves the right to make award on an item for item basis or aggregately, whichever may be in the best interest of the Town.

**ARTICLE 3. TELEGRAPHIC MODIFICATION**

Telephonic, telegraphic or oral bids, amendments or withdrawals will not be accepted.

#### **ARTICLE 4. WITHDRAWAL OF BIDS**

Bids may be withdrawn personally or by written request at any time prior to the time specified for the opening. Bids may be modified in the same manner. Negligence on the part of the bidder in preparing the bid confers no right of withdrawal or modifications of his bid after such bid has been opened.

#### **ARTICLE 5. QUALIFICATIONS OF THE BIDDER**

The Town reserves the right to request each bidder to present evidence that he is normally engaged in purveying the type of product or equipment bid on. No bid shall be considered from bidders who are unable to show that they are normally engaged in purveying the type of product or equipment specified in the bid proposal.

To receive full consideration, the bidder must submit literature and necessary details, when applicable, on the material or service he proposes to furnish in order that the Town may have full information available when analyzing the proposals.

#### **ARTICLE 6. OBLIGATIONS OF THE BIDDER**

At the time of opening of bids, each bidder will be presumed to have inspected the Specifications and Contract Documents (including all addenda) which has been sent to the address given by such bidder. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect to his bid.

Any exceptions or deviations from the provisions contained in this Specification must be explained in detail and attached to proposal. If such deviations do not depart from the intent of this notice and are in the best interest of the Town, the proposal will receive careful consideration.

#### **ARTICLE 7. PRICES**

Bidders shall state the proposed price in the manner as designated in the Bid Proposal Form. In the event that there is a discrepancy between unit prices and the extended totals, the unit prices shall govern. In the event that there is a discrepancy between the price written in words and written in figures, the prices written in words shall govern.

In the event a column headed "Vendor's Offering" is provided in the bid proposal, enter your offering, compliance or non-compliance in each space. DO NOT enter dollar amounts.

The prices in this bid shall be irrevocable for ninety (90) days, or until the bid is awarded by the Town Council. After award by the Town Council, said prices shall then remain firm for the duration of the Contract.

#### **ARTICLE 8. TAX EXEMPTIONS**

The Town is exempt from payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30 Para. I, as amended. The Town is exempt from payment of Federal Excise Taxes. The prices bid must be exclusive of taxes and will be so construed. Exemption certificates will be completed as required by the successful bidder.

#### **ARTICLE 9. CONTRACT PERIOD AND TERM OF AGREEMENT**

Contract period: FEBRUARY 1, 2018 – JANUARY 31, 2019. If financially advantageous to the Town of North Kingstown, these contracts may be renewed or extended, from time to time, when agreed to, in writing, by both parties.

#### **ARTICLE 10. INSURANCE**

The Contractor shall assume responsibility and liability for all injuries to persons or damages to property, directly or indirectly due to, or arising out of, his operations under the contract and shall be responsible for the proper care and protection of all work performed until completion and final acceptance by the Town.

The Contractor shall also indemnify and save harmless the Town of North Kingstown against any and all claims of whatever kind and nature due to, or arising out of, his breach or failure to perform any of the terms, conditions, or covenants of the contract resulting from acceptance of his bid.

The Contractor shall furnish the Finance Department with certificates of insurance from companies acceptable to the Town of North Kingstown. All insurance companies listed on certificates must be licensed to do business in the State of Rhode Island. The Contractor shall provide a certificate of insurance as specified on the bid proposal form attached. Contracts of insurance (covering all operations under this contract) shall be kept in force until the contractor's work is found acceptable by the Town.

**The limits of the insurance must be at least in the amounts specified below;**

- 1. Commercial General Liability-Occurrence Form \$1,000,000/\$1,000,000.**
- 2. Automobile Liability - \$1,000,000.**

**With both of the above naming the Town as additional insured.**

### **3. Worker's Compensation**

#### **Waiver of subrogation applies to Worker's Compensation**

The Contractor shall secure, pay for and maintain insurance as necessary to protect himself against loss of owned or rented capital equipment and tools, with provision for waiver of subrogation against the Owner.

The Contractor shall require similar insurance in the above amounts to be taken out and maintained by each sub-contractor. The Contractor shall be fully responsible for the acts and omissions of his sub-contractors and of persons employed either directly or indirectly by him. Nothing contained in the contract shall create any contractual relation between any sub-contractor and the Town of North Kingstown.

### **ARTICLE 11. LAWS, ORDINANCES AND CODES**

All applicable Federal and State Laws, Ordinances and Codes of the Town of North Kingstown and regulations of all authorities having jurisdiction over this Project shall apply to this contract the same as though written herein in full.

The Town of North Kingstown will not award the Contract to any Contractor who is, at the time, ineligible under the provisions of any applicable regulations issued by the Secretary of Labor, United State Department of Labor, or is not qualified under applicable Ordinances of the Town of North Kingstown, or the laws of the State of Rhode Island.

## **SELECTION CRITERIA**

The bid will be evaluated as to R.I.G.L. 45-55-5. (2) "Competitive Sealed Bidding", and the award shall be made on the basis of the lowest evaluated or responsive bid price.

The following factors will be considered in determining the lowest evaluated or responsive bid price:

Demonstrated experience in the type of work required;

References;

Similar Municipal experience;

Quality of work previously performed by the firm for the Town of North Kingstown, if any;

Bid Price;

Overall low evaluated/responsive bidder in each option;

Insurance minimums, as listed;

Proximity to North Kingstown;

Years in business;

Early Payment Discount;

Attendance at Pre-Bid meeting (vendors not familiar with facilities)

**CONTRACT CLEANING  
PUBLIC RESTROOMS/FACILITIES, TOWN OF NORTH KINGSTOWN  
SCOPE OF SERVICES**

The Town of North Kingstown, Department of Public Works, is seeking professional cleaning services for various facilities at locations within the Town of North Kingstown. A list of fixtures in the various restrooms is provided with each bid option; list of observed holidays is provided at the end of the bid package.

The bid is broken down into three parts (4 bid options) and any business or individual wishing to submit a bid on any portion of the bid package is welcome to do so. A Bid Proposal form is included for each bid option to allow vendor to bid options separately, as well as a Bid Proposal form for any business or individual wishing to provide an entire package bid price.

The Town of North Kingstown reserves the right to award each Bid Option separately to overall lowest responsive bidder for each bid option, or as one award, whichever is deemed to be in the best interest of the Town.

**Award(s) shall be made for Bid Option Lump Sum Bid Price; the cleaning dates are approximate. The Town reserves the right to increase or decrease the number of days required to clean each facility. Should this occur during the duration of this contract, pricing and scheduling of cleaning for each facility will be negotiated at the Per Day price indicated on bid form.**

It is **strongly suggested** that before any bids are submitted, the bidder check with his insurance agent as to any added charges that may be incurred for the insurance requirements asked for on this bid.

**The Contractor shall test all plumbing fixtures and report any deficiencies or problems to the Director of Public Works on the next working day.** The Contractor shall carry a plunger and plunge toilets found to be clogged by paper; reporting any problems that persist after initial plunging.

**All vandalism to the restroom facilities, both to the interior and to exterior portions of the building, shall also be reported to the Police Department.**

A log of who cleaned the facilities with time and date shall be maintained and forwarded to the Town with invoices requesting payment.

It should not be assumed that the level of cleanliness that presently exists in each of the contracted facilities meets these specifications or is satisfactory to the Town of North Kingstown.

The contractor shall be required to assure that all provisions of the specifications are met entirely and that the Town is provided with clean and presentable facilities/buildings.

**Contract Duration:** The contract will be for a term of three (3) years, year one guaranteed; years two and three based on satisfactory performance and available funds. Contract year one shall commence on February 1, 2018 and end on January 31, 2019.

**Cleaning Complaints:** If a cleaning complaint is received and cannot be resolved and cleaning procedures do not meet the Town of North Kingstown's cleaning standards, there will be a deduction from the monthly invoice at the discretion of the Director of Public Works. The Director of Public Works or his designee will contact the cleaning contractor with the pertinent information and he/she will be given sufficient time to resolve any issues.

**Personnel Information:** Personnel list, names addresses and phone numbers must be provided with revisions as they occur. The personnel list must show the facility they are assigned to and times scheduled to be onsite.

**Supervisor:** The Contractor shall assign a supervisor to be assigned to the Town of North Kingstown to oversee all cleaning procedures and must make routine visits during their employees work hours to evaluate the work and provide monthly cleaning surveys to the Director of Public Works or as directed. The Supervisor must meet with the Director of Public Works or his designee at least once a month to discuss cleaning status and any issues of concern. The Supervisor will be responsible for all cleaning procedures. Supervisor must be able to communicate verbally and in writing in English regarding all cleaning responsibilities.

**Payment:** Invoices shall be submitted by the third day of the month for work performed the previous month.

**References:** A list of references with the company's name, a contact person and a telephone number shall be included with the bid return.

**Sanitary Standards:** To ensure a healthy and safe municipal facility environment for the public's use, all cleaning procedures must adhere to the highest standards as they relate to the health and well-being of users of these facilities.

**Responsibilities:** The Contractor shall be responsible for cleaning and sanitizing all surfaces within the restroom areas including walls, floors, ceiling (if necessary), toilet partitions, porcelain/stainless steel fixtures, dispensers & mirrors. Restrooms must be free of dust, dirt, bodily fluids or excrements, as well as have evidence that surfaces were disinfected; wet mop entire floor surface on a daily basis. Garbage will be bagged and carried to the area designated for disposal; new can liners placed in wastebaskets. In locations that recycle, recycling will be collected and placed (loose) in designated outdoor recycling receptacles.

Where applicable, water fountains will be free of particle and dirt and show evidence that they were disinfected. Hard surfaces, such as and including but not limited to, counters, hand rails, kitchen equipment, refrigerators, sinks, basins, stove tops and equipment will be free of dirt, dust and other particles and show evidence that they were sanitized. Carpeted areas will be free of dirt, litter and debris. Locker rooms, showers, drains will be free of dust, dirt, hair and show evidence that they were disinfected.

Schedules for each option will be adhered to; Contractor is responsible for securing rest rooms at parks each night. Once Contractor has cleaned, facilities should be locked and secured for the night, whether or not park/fields are still in use.

The Contractor shall check and restock all paper towels, toilet paper and soap dispensers (as needed) and insure that each is full and has an adequate supply for next day's use.

The Contractor shall use the following paper and soap products, **no substitutions**, for locations supplied as noted in bid option:

- 2-ply, 1000 sheet Compact Coreless Toilet Tissue
- *enMotion* Paper Towel Refill – 10' width, 800' roll
- *enMotion* Foam Soap with Moisturizers, 1000 ml

**.TOWN OF NORTH KINGSTOWN, RHODE ISLAND  
PROPOSAL FORM  
CONTRACT CLEANING – PUBLIC REST ROOMS & FACILITIES  
BID OPTION I**

**REST ROOMS AT WILSON PARK, MCGINN PARK, RYAN PARK, SIGNAL ROCK PARK &  
TOWN BEACH FACILITY**

All paper and soap products for this bid option will be provided by the Contractor, in addition to all cleaning supplies, trash receptacle liners and cleaning equipment, in order to properly clean and maintain the municipal facilities. Cleaning of facilities in this bid option shall not happen earlier than 8:00 p.m. and shall be secured by Contractor upon leaving.

- A. **Close & Clean** the following 7 days per week, including weekends and holidays, from **April 7, 2018 through November 12, 2018, for a total of 220 days:**
  - 1) **Wilson Park** – two (2) rest rooms near baseball & soccer fields (6 toilets; 6 sinks; 2 urinals)
  - 2) **McGinn Park** – two (2) rest rooms (2 toilets; 2 sinks – Unisex)
  - 3) **Ryan Park** – two (2) rest rooms (2 toilets; 2 sinks).
  
- B. **Close & Clean** the following 7 days per week, including weekends and holidays, from **April 7, 2018 through October 14, 2018, for a total of 191 days:**
  - 1) **Signal Rock Park** – Concession Stand Rest Rooms – (3 toilets; 4 sinks; 1 urinal)
  
- C. **Clean** the Town Beach Rest Room Facility – daily, including Saturday, Sundays and holidays from **May 26, 2018 through September 3, 2018, conditional upon the beach facility being open, for a total of 84 days.** The beach is open weekends only beginning Memorial Day weekend through the end of the school year (June 20); then daily (weather permitting) through Labor Day.
  - 1) **Town Beach Rest Rooms** – 5 toilets; 4 sinks; 2 urinals.

**YEAR ONE PRICES:**

<b>Lump Sum Bid price written in words</b>	\$	<b>Total Price</b>
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\_\_\_\_\_  
VENDOR NAME  
(Bid Option I continued)

**Per Day Price:**

A-1. Wilson Park \$ \_\_\_\_\_

A-2. McGinn Park \$ \_\_\_\_\_

A-3. Ryan Park \$ \_\_\_\_\_

B-1. Signal Rock Park \$ \_\_\_\_\_

C. Town Beach Rest Rooms \$ \_\_\_\_\_

**YEAR 2 PRICES:**

\_\_\_\_\_  
**Lump Sum Bid price written in words**

\$ \_\_\_\_\_  
**Total Price**

**Per Day Price:**

A-1. Wilson Park \$ \_\_\_\_\_

A-2. McGinn Park \$ \_\_\_\_\_

A-3. Ryan Park \$ \_\_\_\_\_

B-1. Signal Rock Park \$ \_\_\_\_\_

C. Town Beach Rest Rooms \$ \_\_\_\_\_

**YEAR 3 PRICES:**

\_\_\_\_\_  
**Lump Sum Bid price written in words**

\$ \_\_\_\_\_  
**Total Price**

**Per Day Price:**

A-1. Wilson Park \$ \_\_\_\_\_

A-2. McGinn Park \$ \_\_\_\_\_

A-3. Ryan Park \$ \_\_\_\_\_

B-1. Signal Rock Park \$ \_\_\_\_\_

C. Town Beach Rest Rooms \$ \_\_\_\_\_

**VENDOR NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

\_\_\_\_\_

**(Please print name and title**

**TEL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND**  
**PROPOSAL FORM**  
**CONTRACT CLEANING – PUBLIC REST ROOMS & FACILITIES**  
**BID OPTION II**

All paper and soap products for Options II B & D will be provided by the Contractor, in addition to all cleaning supplies, trash receptacle liners and cleaning equipment, in order to properly clean and maintain the municipal facilities; the Town will supply paper and soap products only for Options II A& C.

- A. Transfer Station**, 345 Devils Food Road, **clean once per week after 4:00 p.m. on Saturday and before 7:00 a.m. Monday**, for a total of 52 days. (1 toilet - Unisex; 2 sinks) [640 sq. ft.]
- B. Wickford Rest Rooms**, behind 55 Brown Street, **close and clean weekends and holidays**, for a total of 115 days. (3 toilets; 2 sinks; 1 urinal; 1 water fountain) [459 sq. ft.]
- C. Community Center**, 30 Beach Street, **clean once weekends after 11:00 p.m. Saturday and by 8:00 a.m. Sunday**, for a total of 52 days. (4 toilets; 4 sinks; 1 double sink; 1 water fountain) [4860 sq. ft.]
- D. North Kingstown Golf Course Clubhouse Rest Rooms & Hallways**, 615 Callahan Road, **clean once weekends after 10:00 p.m. Saturday and before 6:00 a.m. Sunday, from April 7, 2018 through November 11, 2018**, for a total of 32days. (8 toilets; 8 sinks; 5 urinals)

**YEAR ONE PRICES:**

<b>Lump Sum Bid price written in words</b>	\$ <b>Total Price</b>
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**Per Day Price:**

- A. Transfer Station            \$ \_\_\_\_\_
- B. Wickford Rest Rooms    \$ \_\_\_\_\_
- C. Community Center        \$ \_\_\_\_\_
- D. GC Clubhouse              \$ \_\_\_\_\_

**YEAR 2 PRICES:**

<b>Lump Sum Bid price written in words</b>	\$ <b>Total Price</b>
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\_\_\_\_\_

VENDOR NAME

**Per Day Price:**

- A. Transfer Station \$ \_\_\_\_\_
- B. Wickford Rest Rooms \$ \_\_\_\_\_
- C. Community Center \$ \_\_\_\_\_
- D. GC Clubhouse \$ \_\_\_\_\_

**YEAR 3 PRICES:**

\_\_\_\_\_ \$ \_\_\_\_\_  
**Lump Sum Bid price written in words** **Total Price**

**Per Day Price:**

- A. Transfer Station \$ \_\_\_\_\_
- B. Wickford Rest Rooms \$ \_\_\_\_\_
- C. Community Center \$ \_\_\_\_\_
- D. GC Clubhouse \$ \_\_\_\_\_

**VENDOR NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

\_\_\_\_\_

**(Please print name and title**

**TEL:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND**  
**PROPOSAL FORM**  
**CONTRACT CLEANING – PUBLIC REST ROOMS & FACILITIES**  
**BID OPTION III**

**NORTH KINGSTOWN PUBLIC WORKS FACILITY, 2050 Davisville Road, cleaned after 5:00 p.m., Monday – Friday, excluding holidays.**

All paper and soap products for this bid option will be provided by the Town. The Contractor shall supply all cleaning supplies, trash receptacle liners and cleaning equipment, in order to properly clean and maintain the municipal facilities. Cleaning of facilities in this bid option shall include the following schedule in addition to the Responsibilities outlined in the Scope of Services.

- A. Empty all trash and recycling receptacles; Vacuum all carpeted office areas; Sweep all hallway and tiled bathroom and office floor areas, including mechanic’s office; Check and restock all paper and soap products; Clean Men’s and Women’s Locker Room (excluding 4 showers), public rest room (near front entrance) and Day Room (kitchen) – 5 days per week, for a total of 247 days.
- B. Wash all tile floors, including tiled office floors in mechanic’s office, public rest room and front office areas; Sanitize water fountains (2) – 2 days per week (Tues & Fri) for a total of 104 days.
- C. Sweep all service, shop and garage areas; **buff all tiled floor areas**; Clean showers (4); Sanitize eye-wash stations – 1 day per week (Fri), for a total of 52 days.

**Fixtures:** 5 toilets; 1 urinal; 6 sinks; 4 showers; 2 water fountains; 3 eye-wash stations.

**Carpeted office areas:** approx. 2200 sq. ft.

**Tiled floor area:** 13,392.5 sq. ft.

**YEAR ONE PRICES:**

\_\_\_\_\_

**Lump Sum Bid price written in words**

\$ \_\_\_\_\_

**Total Price**

\_\_\_\_\_

VENDOR NAME

**Per Day Price:**

- A. Mon-Fri \$ \_\_\_\_\_
- B. Tues & Fri. \$ \_\_\_\_\_
- C. Friday \$ \_\_\_\_\_

**YEAR TWO PRICES:**

\_\_\_\_\_ \$ \_\_\_\_\_  
**Lump Sum Bid price written in words** **Total Price**

**Per Day Price:**

- A. Mon-Fri \$ \_\_\_\_\_
- B. Tues & Fri. \$ \_\_\_\_\_
- C. Friday \$ \_\_\_\_\_

**YEAR THREE PRICES:**

\_\_\_\_\_ \$ \_\_\_\_\_  
**Lump Sum Bid price written in words** **Total Price**

**Per Day Price:**

- A. Mon-Fri \$ \_\_\_\_\_
- B. Tues & Fri. \$ \_\_\_\_\_
- C. Friday \$ \_\_\_\_\_

**VENDOR NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

\_\_\_\_\_

**(Please print name and title**

**TEL:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND**  
**PROPOSAL FORM**  
**CONTRACT CLEANING – PUBLIC REST ROOMS & FACILITIES**  
**BID OPTION IV**  
**FEBRUARY 1, 2018 – JANUARY 31, 2019**  
**ALL LOCATIONS (OPTIONS I-III)**

**Contractor is providing Lump Sum Bid Price to clean and secure ALL locations as described and defined in Bid Options I, II, and III:**

**YEAR ONE:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Lump Sum Bid Price in words) (Price in figures)

**YEAR TWO:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Lump Sum Bid Price in words) (Price in figures)

**YEAR THREE:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Lump Sum Bid Price in words) (Price in figures)

**VENDOR NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

\_\_\_\_\_

(Please print name and title)

**TEL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TOWN OF NORTH KINGSTOWN  
OBSERVED HOLIDAY**

New Year's Day

Dr. Martin Luther King Jr. Day

Presidents' Day

Memorial Day

Fourth of July

Victory Day

Labor Day

Columbus Day

Veterans' Day

Thanksgiving Day

Day after Thanksgiving

Christmas Eve

Christmas Day

**Note: When authorized holiday falls on a Sunday, it shall be observed on the succeeding Monday.**