



## Town of North Kingstown, Rhode Island

Department of Public Works  
2050 Davisville Road  
North Kingstown, RI 02852-1799  
Phone: (401) 268-1500  
Fax: (401) 267-9036  
Web: [www.northkingstown.org](http://www.northkingstown.org)

### **INVITATION FOR BIDS**

#### **15-20 PASSENGER (GAS) TRANSPORT BUS/VAN TOWN OF NORTH KINGSTOWN ~ SENIOR CENTER**

Sealed proposals for the above will be accepted in the Office of the Purchasing Agent, Town Municipal Offices, 100 Fairway Drive, North Kingstown, RI 02852, until **Friday, October 20, 2017 at 10:00am**, and will then be publicly opened read aloud.

**NO BIDS WILL BE ACCEPTED AFTER THE FRIDAY, OCTOBER 20, 2017 10:00AM DEADLINE.**

**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.

Specifications may also be obtained at the Purchasing Agent's Office at address listed above.

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.

Purchasing Agent

## **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:

Unit bid Price;

Distance of the repair facility from DPW;

Past performance by vendor;

Completion date;

Warranty;

**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, Town Hall, 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.

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.

**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.

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 (When Applicable to Bid)**

Contract period: ONE (1) CALENDAR YEAR from date set in the Notice to Proceed, with options for years two and three awarded, contingent upon satisfactory performance by the vendor. 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. LABOR REGULATIONS (When Applicable to Bid)**

The following paragraphs regarding nondiscrimination in employment shall be included and become part of these specifications:

- a. Contractors shall comply with the provisions of the General Laws of Rhode Island and attention is called to Title 37, Chapter 13, Section 1-16, relative to the payment of wages, obligations and charges by Contractors on public works projects.
- b. Non-resident Contractors are subject to Section 44-1-6 of the Rhode Island General Laws, as amended. (OUT OF STATE CONTRACTORS.)
- c. The successful bidder will be required to comply with the Davis-Bacon Act (40 USC 2 to a-7) as supplemented by Department of Labor regulations (29CFR Part 5).
- d. The successful bidder will be required to comply with the Contract Works Hours and Safety Standards Act (40 USC 327-330) as supplemented by Dept. of Labor Regulations (29CFR, Part 5).
- e. The successful bidder will be required to comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended, and as supplemented in Department of Labor regulations (41 CFR Part 60).
- f. The successful bidder will be required to comply with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor regulations (29 CFR, Part 3).
- g. The successful bidder will be required to comply with the Safety and Health regulations (29 CFR, Part 1926 and all subsequent amendments) as promulgated by the Department of Labor.
- h. The successful bidder will be required to comply with Title VI of the Civil Rights Act of 1964 ( P.L. 88-352).

## **ARTICLE 11. INSURANCE**

The Vendor 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 for the Town.

The Vendor 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 Vendor shall furnish the Purchasing Agent 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 Vendor shall provide a certificate of insurance as specified in the bid specifications. Contracts of insurance (covering all operations under this contract) shall be kept in force until the contractor's work is 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 (if legally allowed and available). Waiver of subrogation applies to Worker's Compensation

The Vendor 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.

## **ARTICLE 12. 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.

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND**  
**INSURANCE REQUIREMENTS**  
**(When Applicable to Bid)**

The Town's Insurance requirements are as follows:

One million dollars general liability and one million dollars auto, both naming the Town as additional insured.

Worker's Compensation, with a waiver of subrogation

*(If the vendor does not have worker's comp, they need to fill in an Independent Contractor form which they send to the State of RI and they in turn, will send us a notification that the person/firm is an Independent Contractor. They stay as that until they let the State know that they are no longer that status.)* On the State website is a list of Independent Contractors by Town and by vendor's name  
(See Town Ordinance 08-01 dated 1-14-2008)

**There is also specialized insurance required on certain projects**

Asbestos liability, one million dollars, with the Town named as additional insured for the obvious- Asbestos Removal

Lead Remediation requires \$5,000,000.00 Annual aggregate

Any building projects over \$500,000.00 requires us to notify Colleen Bodziony at The Trust, and Builder's Risk insurance may/shall be required on a building construction project. You may need to call and ask her before the bid specifications are finalized.

Architectural and Engineering projects require one million dollars professional liability, also called Errors and Omission policy.



**TOWN OF NORTH KINGSTOWN  
15-20 PASSENGER  
(GAS) TRANSPORT BUS/VAN ~ SENIOR CENTER  
\*GENERAL BID SPECIFICATIONS  
\*Delivery required to location**

**Heating & Cooling:**

- 60,000 BTU A/C with Dual Compressors

Y N  

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**Seating:**

- High-back Berkshire Recliner Seats with Retractable Seat Belts
- High-back Berkshire Recliner Seats with Retractable Seat Belts
- Level Five Upgrade Fabric: 34701 Blue Wave Side Sliders
- Track Seating Arm Rests at Aisle
- Double Foldaway Seats Deluxe Driver's Seat (recline)

Y N  


**Doors & Windows:**

- 36" x 36" T-Slider Windows (T-Slider at Top)
- Electric Double-Leaf Entrance Door with Exterior Key Switch

Y N  


**Electrical:**

- AM/FM/CD with 4 Speakers
- Ford OEM Alternator (225 Amp)
- LED Interior and Exterior Lights

Y N  


**Miscellaneous:**

- Plywood Subfloor

Y N  

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**Exterior Features:**

- Driver's Running Board
- Stainless Steel Wheel Inserts with Valve Stem Extensions
- Upgrade Exterior Mirror Package (Velvac in lieu of Rosco)

Y N  


**Interior Features:**

- 6" x 16" Interior Mirror
- Altro Safety Flooring: (Color: Chroma Cayman)
- Padded Vinyl Interior (Walls & Ceiling)
- Right Hand Entrance Grab Rail
- Safety Package (Reflector Flare Kit & Fire Extinguisher)
- Two (2) Overhead Grab Rails

Y N  


**Chassis Features:**

- MorRyde Suspension (Rear Only) Tilt Wheel/Cruise Control

Y	N
<input type="checkbox"/>	<input type="checkbox"/>

**Wheelchair Equipment:**

- ADA Compliance (Brake Interlock, Decals, or Lights)
- Fully Automatic Wheelchair Lift (Braun)
- Two (2) Q-Straint Four-Point Tie Downs
- Two (2) Storage Bags for Tie-Downs
- Two (2) Storage Pouches for Wheelchair Tie-Downs

Y	N
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**Trade-In Option:**

- 2006 Ford E-450 Terra Transport Van (Approx 119,000 Miles)

Y	N
<input type="checkbox"/>	<input type="checkbox"/>

**Bidder Alternatives to General Specifications:**

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**TOWN OF NORTH KINGSTOWN  
TRANSPORT BUS/VAN ~ SENIOR CENTER  
BID PROPOSAL**

To: Town Of North Kingstown  
100 Fairway Drive  
North Kingstown, RI 02852-5762

I, (We) the undersigned, agree to furnish to the Town Of North Kingstown, ONE (1) 2017 Passenger Transport Bus according to the specifications:

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_  
(Price in words) (Price in figures)

Less Trade-In (*if applicable*): 2006, 17-19 Passenger Ford E-450 Terra Transport Van, approximately 119,000 miles:

TOTAL TRADE-IN \$ \_\_\_\_\_

GRAND TOTAL \$ \_\_\_\_\_

Warranty / Guarantee: \_\_\_\_\_

DELIVERY DATE: \_\_\_\_\_

TERMS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

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

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

\_\_\_\_\_  
(Please print name and title)

TELEPHONE #: \_\_\_\_\_ DATE: \_\_\_\_\_

EMAIL: \_\_\_\_\_