

Francis M. Gomez
Purchasing Agent



Frank J. Picozzi
Mayor

City of Warwick
Purchasing Division
(Mailing Address)
3275 Post Road
Warwick, Rhode Island 02886
Tel (401) 738-2013
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The following notice is to appear on the City of Warwick's website Wednesday, February 8, 2023. The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK
BIDS REQUESTED FOR**

Bid2024-010 HVAC Service for Thayer & Warburton Arenas

Specifications

Specifications are available in the Purchasing Division, located at 65 Centerville Road, Monday through Friday, 8:30 AM until 4:30 PM on or after Wednesday, February 8, 2023.

Submissions

Sealed bids will be received by the Purchasing Division no later than 11:00 AM, Tuesday, March 14, 2023. The bids will be opened publicly commencing at 11:00 AM on the same day at 65 Centerville Road, Meeting Room 2.

Delivery

All bids must be sealed. If delivering in person or sent by delivery service (FedEx/UPS/DHL etc.) use physical address 65 Centerville Road, Warwick, RI 02886, Suite D. If sent via United States Postage Service use mailing address 3275 Post Road Warwick, Rhode Island 02886.

Awards

Awards will be made on the basis of the lowest evaluated or responsive bid price. Please note that no bids can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2013 at least 48 hours in advance of the bid opening date.

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PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

Acknowledgement of Addendum (if applicable)

Addendum Number	Signature of Bidder
_____	_____
_____	_____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY ADDRESS: _____

BIDDER'S SIGNATURE: _____

BIDDER'S NAME (PRINT): _____

TITLE: _____ TEL. NO.: _____

EMAIL ADDRESS: _____*

*Please include your email address. Future bids will be emailed, unless otherwise noted.

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II. AWARD AND CONTRACT:

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor, accepts the above bid and hereby enters into a contract with the above party to pay the bid price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: _____

Bid2024-010

Purchasing Agent

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

CERTIFICATION & WARRANT FORM*

**This form must be completed and submitted with sealed bid.
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statues, laws, ordinances and regulations, in particular, but not limited to Chapter 16- Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

Signature

Date

Company Name

Address

Address

***This form cannot be altered in any way**

**CITY OF WARWICK
NOTICE TO BIDDERS**

Bid2024-010 HVAC Services for Thayer/Warburton Arenas

If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your bid to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Bids received prior to the time of the 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. No bids will be accepted via facsimile or email.

The opening of bids will be in the order established by the posted agenda and the agenda will continue uninterrupted until completion.

Once an item has been reached and any bids on that item has been opened, no other bids on that item will be accepted and any such bid will be deemed late.

The City of Warwick, in addition to soliciting bids in response to this bid, may consult, consider, and make an award for any and all open bid offers for a comparable unit as sought herein at the following websites:

RI State MPA: <https://www.ridop.ri.gov/contract-portal/>

NASPO: <https://www.naspo.org/>

NJPA (National Joint Powers Alliance): [https://www.njpacoop.org/cooperative purchasing](https://www.njpacoop.org/cooperative-purchasing)

MHEC (Massachusetts Higher Education Consortium): <https://www.mhec.net>

Once an item has been reached and any bids on that item has been opened, no other bids on that item will be accepted and any such bid will be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a bid thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the bid or has participated in contract negotiations on the part of the City, that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for bids, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All bids should be submitted with one (1) original and three (3) copies in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as “Bid2024-010 HVAC Services for Thayer/Warburton Arenas.”

All proposals submitted become the property of the City and will not be returned. If the company intends to submit **confidential or proprietary information** as part of the proposal,

any limits on the use or distribution of that material should be clearly delineated in writing. This information should be submitted in a sealed envelope, clearly labeled confidential and where it should be submitted in the response. Please be advised of the Freedom of Information Act as it may pertain to your submittal.

Should you have any questions, please contact Christy Moretti, Department of Public Works, Business Manager, at 401-921-9602.

All bids should be written in ink or typed. If there is a correction with whiteout, the bidder must initial the change.

Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it is open.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder must indicate the item or part with the deviation and indicate how the bid will deviate from specifications.

The IRS Form W-9 available on www.warwickri.gov should be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

The successful bidder must provide the City of Warwick with an original **Certificate of Insurance** for General & Automobile Liability in a minimum amount of \$1 million. The certificate of insurance must name the *City of Warwick as the additional insured* and so stated on the certificate with the bid name and bid number. It is the vendor's responsibility to provide the City of Warwick with an updated certificate of insurance upon expiration of the original certificate.

For a bid to be awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a **Certificate of Good Standing** dated no more than thirty (30) days prior to the date upon which the bid approval was made.

The successful bidder will provide said **Certificate of Insurance** and **Certificate of Good Standing** within ten (10) calendar days after notification or the City reserves the right to rescind said award.

Prices to be held firm July 1, 2023 through June 30, 2024. Term contracts may be extended for one (1) additional term upon mutual agreement unless otherwise stated.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The City 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.

The Purchasing Agent reserves the right to reject any and all bids, to waive any minor deviations or informalities in the bids received, and to accept the bid deemed most favorable to the interest of the City.

The successful bidder must comply with all Rhode Island Laws applicable the public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the

Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City will incur no liability for materials or services not yet ordered if it terminates in the best interests of the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor will be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit will be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick will be the sole responsibility of and will be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondents bid or response and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick will be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the bid specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement will cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to bid specifications.

The successful bidder must adhere to all City, State and Federal Laws, where applicable.

**CITY OF WARWICK
DEPARTMENT OF PUBLIC WORKS
SPECIFICATIONS FOR Maintenance and Repair at Thayer/Warburton Ice Plant**

COMPLIANCE

SCOPE:

(Yes/No)

The scope of work required is to furnish all labor and parts necessary to service and maintain all compressors, motors, drives, valves, controls and evaporative condensers at the Thayer Memorial Ice Arena and Warburton Arena. The period of this scope of work shall be for duration of the awarded contract which will be one year from date of award. All work is to be done in accordance with these specifications.

REQUIRED SERVICES:

(Yes/No)

Repair Service:

To provide the necessary maintenance and repair service to keep all equipment in good working order at the labor rates agreed to in the contract for normal working hours, evening hours, and weekend hours. The contractor will be reimbursed for parts and labor by the city after each repair call. Each service must be invoiced separately. City of Warwick requires from the successful bidder(s) copies of vendor's invoices for parts being billed to the City. Each bill should indicate the date of service and the building in which the service was performed, and billed within five (5) business days. Failure to adhere will result in non-payment of that particular bill. The overtime hours must be listed. No work is to be performed without owner authorization and issue of a purchase order to cover the necessary service.

Normal crew size is considered to be one (1) person. If more than one (1) person is needed to perform, repair or maintain a job, prior authorization must be obtained by contacting the Director of Public Works or his designee. Compensation for such additional personnel will be as stipulated under the payment provisions.

PAYMENT:

(Yes/No)

For work during normal working hours, payment will be made at the hourly rate as shown on the bid form for the applicable repairs for the number of hours contractor is actively engaged in repair or maintenance work.

For work outside of normal working hours (overtime), payment will be made at the overtime rate as shown on the bid form for the applicable repairs for the number of hours the contractor is actively engaged in repair or maintenance work.

For purpose of payment, the minimum payment for responding to repair or maintenance work will be one (1) hour multiplied by the applicable bid item rate.

No adjustment for travel time to and from the job at the beginning or completion of work will be made.

Percentage of mark-up (over vendor's cost) on all parts and equipment purchased and installed by the contractor will be at the percentage mark-up given in the bid, except that a mark-up greater than 20% (twenty) will not be allowed.

The respective hourly bid rates given on the bid will apply for both preventive maintenance, as required, and repair, service and installation.

City of Warwick reserves the right to cancel the award immediately for failure to comply with these specifications.

All parts; labor and material shall have forty-five (45) days guarantee, unless manufacturer suppliers guarantee is greater.

The successful bidder (s) will supply all manpower supplies and equipment necessary to complete assignment.

All work is to be done in accordance with all Local, State and Federal laws.

The contractor will notify the Director of Public Works or his designee immediately of all obstacles encountered that may be preventing said bidder(s) from completing assigned projects.

COMPLIANCE

(Yes/No)

Time of Performance:

Normal working hours are considered to be Monday through Friday 8:00 a.m. to 5:00 p.m. . This service is to be provided at a twenty-four (24) hour emergency service. This includes Saturdays, Sundays and Holidays, (which are considered overtime hours), when requested by the City. Only holidays recognized in Rhode Island can be billed as overtime hours. Night time telephone number(s) for contacting contractor's personnel must be provided.

Response times for the contractor to respond to a given request by the City are as follows:

- Emergency: within one (1) hour any time of the day or night
- Repair Service: within twenty-four (24) hours
- Maintenance Service: within twenty-four (24) hours

PROPRIETARY PRIVILEGES:

(Yes/No)

City of Warwick reserves the exclusive right to purchase any part, equipment directly and have the successful bidder install the item(s) at the respective bid rate, if it is in the City's best interest to do so.

City of Warwick reserves the exclusive right to purchase equipment or service from any vendor or contractor and perform any of the work covered by these specifications with its own personnel if it is in the City's best interest to do so.

City of Warwick reserves the right to award this bid in part or in full.

City of Warwick reserves the right to cancel the bid immediately for failure to comply with these specifications.

The City of Warwick reserves the right to use hourly rate for maintenance of HVAC system and installation of new HVAC system in said building.

R.I. State Labor Laws Chapter 37-12 and 13 must be adhered to when applicable. Successful Bidder(s) must comply with all local, State and Federal laws when applicable. Subcontracting, by the successful bidder, will not be allowed.

Any equipment or property damaged by the successful bidder as a result of faulty workmanship will be repaired or replaced at no cost to the City.

EQUIPMENT LISTING:

Compressors, Motors, & Drives:

C1, 2, 3 7 4' Cimco Compressors

(4) Mycom F6wb C/W 125 Hp, 3/60/460v, 1750 Rpm Motors.

Pumps, Expansion Tanks & Air Separators:

(4) Taco Fi 5011 C/W 30 Hp & 40 Hp, 3/60/460v, 1750 Rpm Motors. Cold Glycol Pumps

(1) Taco Fi 12509 C/W 5 Hp, 3/60/460v, 1750 Rpm Motors Under Floor Warm Glycol Pumps

(1) Taco Fi 12509 C/W 7.5 Hp, 3/60/460v, 1750 Rpm Compressor Glycol Cooling Pump.

(2) Taco Fi 1206 C/W 1 Hp, 3/60/460v, 1750 Rpm Condenser Water Pump.

(3) Taco Fi 30009 C/W 7.5 Hp, 3/60/460v, 1750 Rpm Motors Under Floor Warm Glycol Pumps

Eaton HVX 9000 Series Variable Frequency Drive

Valves:

- Phillips High Side Float Assembly
- Sporlan Filter Drier & Solenoid Valve
- Challenger Butterfly Valve
- Technocheck Wafer Check Valve
- Amot Model "C" Thermostatic Valve
- Hansen Hand Shut Off Valves (Asst.), Ck-4a Check Valve, 'Ll' Liquid Float Switch, Asst. Pressure Relief Valves

Controls:

Siemens Logo Controller

- Model 4000e Infrared Camera (Ice)
- Hp1-2' Refrigerant High Pressure Cutouts: Penn P70da-2
- Lp1-2' Refrigerant Low Pressure Cutouts: Penn P70aa-5
- Ofs1-3 Oil Failure Switches: Penn P28an-15
- Hot1-3 High Oil Temp. Cutouts: Penn A19adb
- Flow Meters: Onicon F1210 Turbine Flow Meters

Assorted:

- Bell & Gossett Air Separator
- Bell & Gossett Air Vents
- Wessels Expansion Tanks
- Syracuse Thermal Glycol Mix Tank
- (6) Trane Gpnd/Gppd And/Or Equivalent Gas Unit Heaters
- Assorted Pluming, Circulator Pumps And Piping Of Water.
- Raypak Hot Water Boiler, # Wh31468
- Standard 40 Gal. Hot Water Heater/Tank

Evaporative Condensers:

- (2) Evapco Lscb 185 Evaporative Condensers

Person should be 'Cimco' trained on Highside Float System

(Yes/No)

Any spillage or exchanged oil, refrigerants, chemicals, etc. shall be the responsibility of successful bidder and disposed of in accordance with State and Federal guidelines. City will pay for job site hours only and not portal-to-portal.

Bidders must have minimum qualifications as follows:

(Yes/No)

Mechanical Contractor Master "A" or Refrigeration Contractor Master Class 1 Pipefitter
 Contractor Master Class 1
 Refrigeration Journeyman Class 1
 Pipefitter Journeyman Class 1
 Any category as contained in "Pipefitters & Refrigeration Technicians" listing

- No Refrigeration Journeyman Class 1 is required if the bidder has a Mechanical Contractor Master "A" or a Refrigeration Contractor Master Class 1.
- No Pipefitter Journeyman Class 1 is required if bidder has Mechanical Contractor Master "A" or a Pipefitter Contractor Master Class 1.
- Only four (4) Servicemen are required if one individual holds both a Refrigeration Journeyman Class 1 and a Pipefitter Journeyman Class 1 license.
- If contractor does not presently have minimum staffing as stipulated herewith, he will be required to achieve such staffing within one (1) month after date of award of this bid.

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

REFERENCES:

A list of related references for like work is required with contact names, addresses and phone numbers.

<u>Entity</u>	<u>Contact Person</u>	<u>Tel. No.</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

CITY OF WARWICK

BID AND CONTRACT FORM

TITLE OF SPECIFICATION: Bid2024-010 HVAC Services for Thayer/Warburton
Arenas

I. BID:

WHEREAS, the CITY OF WARWICK has duly asked for bids for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the bid price below;

This offer will remain open and irrevocable until the CITY OF WARWICK has accepted this bid or another bid on the specifications or abandoned the project.

The bidder agrees that acceptance by the CITY OF WARWICK will transform the bid into a contract. This bid and contract will be secured by Bonds, if required by the specifications.

Pricing as Follows

Continued next page

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

(PRICING SHEET MAY NOT BE CONFIDENTIAL)

Bid2024-010 HVAC Maintenance & Repair for Thayer & Warburton Arena

A. REPAIR SERVICE

1. Hourly Labor Rate Mechanical
Contractor Master "A" Or Refrigeration
Contractor Master Class I Or Pipefitter
Contractor Master Class I

Normal Hours: \$ _____ /hour

Overtime Hours: \$ _____ /hour

Weekend & Holiday Hours: \$ _____ /hour

2. Hourly Labor Rate Refrigeration - Journeyman Class I

Normal Hours: \$ _____ /hour

Overtime Hours: \$ _____ /hour

Weekend & Holiday Hours: \$ _____ /hour

3. Hourly Labor Rate Other (if needed)

Normal Hours: \$ _____ /hour

Overtime Hours: \$ _____ /hour

Weekend & Holiday Hours: \$ _____ /hour

B. PARTS

1. Cost Plus _____ %