



## City of Warwick

Purchasing Division  
(Mailing Address)  
3275 Post Road  
Warwick, Rhode Island 02886  
Tel (401) 738-2013  
Fax (401) 737-2364

The following notice is to appear on the City of Warwick's website Wednesday, May 1, 2024. The website address is <http://www.warwickri.gov/bids>.

### **CITY OF WARWICK BIDS REQUESTED FOR**

#### **Bid2025-032 Vehicle Exhaust Removal System Maintenance**

#### **Specifications**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Wednesday, May 1, 2024. 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.

#### **Submissions**

All bids should be submitted with one (1) original and two (2) copies in a sealed envelope (total of three (3) copies), which should read: **YOUR COMPANY NAME** plainly marked on the exterior of the envelope as well as **"Bid2025-032 Vehicle Exhaust Removal System Maintenance"**. No bids will be accepted via Facsimile or email. All bids must be sealed. Sealed bids will be received by the Purchasing Division no later than **11:00 AM, Tuesday, May 14, 2024**. The bids will be opened publicly commencing at 11:00 AM on the same day at 65 Centerville Road, Meeting Room 2.

#### **Delivery**

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 Postal 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.

## **Questions**

Please direct questions related to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to the Purchasing Division.

- Email: [Bids@warwickri.gov](mailto:Bids@warwickri.gov)
- Phone: 401-738-2013

Please direct all questions related to the specifications outlined (beginning on page 9) to the issuing department's subject matter expert:

- Name: Jason Umbenhauer
- Title: Assistant Fire Chief, Warwick Fire Department
- Phone: 401-468-4044
- Email: [jason.umbenhauer@warwickri.gov](mailto:jason.umbenhauer@warwickri.gov)

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.

## **Original Signature on File**

Francis M. Gomez  
Purchasing Agent

**PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID**

**Acknowledgement of Addendum (if applicable)**

<b>Addendum Number</b>	<b>Signature of Bidder</b>
_____	_____
_____	_____

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: \_\_\_\_\_

Bid2025-032

\_\_\_\_\_

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\***

**CITY OF WARWICK  
NOTICE TO BIDDERS**

**Bid2025-032 Vehicle Exhaust Removal System Maintenance**

The IRS Form W-9 is available on [www.warwickri.gov](http://www.warwickri.gov) should be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

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

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

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.

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.

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

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 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.

Prevailing Wages will apply to this bid. Current rates may be viewed at <http://www.dlt.state.ri.us/pw>.

The successful bidder must comply with all Rhode Island Laws, applicable to 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 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 contractor must keep himself informed of and comply with all laws, ordinances and regulations of the federal, state and municipal governments which may apply and be in force during the life of the contract, in any manner which may affect himself/employees or the conduct of the work or the materials used or employed in the work. Before submitting bids, prospective bidders should examine the terms, covenants and conditions of all codes, permits and laws which may apply. By submitting a bid, the bidder agrees to comply with all pertinent laws/regulations if awarded a contract.

Every contractor and subcontractor awarded a contract for public works, construction, alteration and/or repair, including painting and decorating, or public buildings or public works must submit completed RI Certified Weekly Payroll forms listing employees employed on the project to the awarding authority on a monthly basis for all work completed in the preceding month. These forms may be found at: [www.dlt.ri.gov/pw/pwFormsPubs.htm](http://www.dlt.ri.gov/pw/pwFormsPubs.htm). Certified Payroll forms concerning RI Department of Transportation projects may be submitted on federal forms. However, when a complaint is being investigated by the RI Department of Labor & Training (DLT), the contractor must resubmit the payroll information on the RI Certified Weekly Payroll forms for the entire project.

Awarding authorities, contractors and subcontractors must provide any and all payroll records to the DLT within ten (10) days of any request that is made by the department.

The awarding authority of any public works project will withhold the next scheduled payment to any contractor or subcontractor who fails to comply with the above provisions, as well as any further payments until they comply. The DLT may also impose a penalty of up to \$500 for each calendar day of noncompliance.

Please refer to Rhode Island state laws Section 37-13 for more information.

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.

Failure to provide adequate insurance coverage within the specified duration of time as set forth is a material breach of contract and grounds for termination of the contract.

The successful bidder must provide the City of Warwick with an original **Certificate of Insurance** for *General Liability* in a minimum amount of \$1 million, naming 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.

If required, the successful bidder will provide **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 for two (2) years August 27, 2024 through August 26, 2026. Term contracts may be extended for one (1) additional term upon mutual agreement unless otherwise stated.

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 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 has 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 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.



**PLEASE COMPLETE THIS PAGE AND SUBMIT WITH YOUR BID**

**PRICING MAY NOT BE CONFIDENTIAL**

**CITY OF WARWICK**

**BID AND CONTRACT FORM**

**TITLE OF SPECIFICATION:** Bid2025-032 Vehicle Exhaust Removal System Maintenance

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.

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 sheet as follows\***

**Please fill in vendor name on each page.  
Pricing sheets are scanned in for accuracy.**

**Warwick Fire Department**  
**Request for Bids**

**Bid2025-032 Vehicle Exhaust Removal System Maintenance**

The Warwick Fire Department is seeking bids for the services of a qualified company to complete all repairs needed for the continued operation of the existing Vehicle Exhaust Removal Systems currently in use by the Warwick Fire Department.

Prices to be held firm two (2) years from date of award. Term contracts may be extended for one additional term upon mutual agreement unless otherwise stated.

The Warwick Fire Department presently has nine (9) Fire Stations that require periodic system repair and maintenance.

Station 1	111 Veterans Memorial Drive	02886
Station 2	771 Post Road	02888
Station 3	2353 West Shore Road	02889
Station 4	1501 West Shore Road	02889
Station 5	450 Cowesett Road	02886
Station 6	456 West Shore Road	02889
Station 8	1651 Post Road	02888
Station 9	314 Commonwealth Avenue	02886
Station 10	225 Potowomut Road	02818

**GENERAL REQUIREMENTS:**

Repair services may include, but are not limited to the following items:

1. All hose alignment adjustments, repairs, or replacement as needed
2. All nozzle adjustments, repairs, or replacement as needed
3. All attachment to tailpipe component adjustments, repairs, or replacement as needed
4. All Airline adjustments, repairs, or replacement as needed
5. All safety disconnects system adjustments, repairs, or replacement as needed
6. All rubber seal adjustments, repairs, or replacement as needed
7. All aluminum fitting adjustments, repairs, or replacement as needed
8. All Exhaust Screen adjustments, repairs, or replacement as needed
9. All hardware and exhaust track adjustments, repairs, or replacement as needed
10. All support and hardware adjustments, repairs, or replacement as needed

11. All Track adjustments, repairs, or replacement as needed
12. All trolley adjustments, repairs, or replacement as needed
13. All balance tensioner adjustments, repairs, or replacement as needed
14. All compressed air supply adjustments, repairs, or replacement as needed
15. All regulator adjustments, repairs, or replacement as needed
16. All airline and fitting adjustments, repairs, or replacement as needed
17. All valve adjustments, repairs, or replacement as needed
18. All dryer system adjustments, repairs, or replacement as needed
19. All air compressor adjustments, repairs, or replacement as needed
20. All compressor regulator adjustments, repairs, or replacement as needed
21. All blower adjustments, repairs, or replacement as needed
22. All blower motor adjustments, repairs, or replacement as needed
23. All blower & fan adjustments, repairs, or replacement as needed
24. All Ductwork system joint, supports, stacks and discharge caps adjustments, repairs, or replacement as needed
25. All control panel timers, sensors, control relays and fuses adjustments, repairs, or replacement as needed

The specifications outlined in this bid constitute a minimum requirement. Any substitutions from the specifications outlined may be acceptable but will require all appropriate technical specifications.

Any shipping, handling or mileage will be the responsibility of the successful bidder.

All service will be done during normal business hours unless authorized by the Warwick Fire Department.

**PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID**

**PRICING SHEET MAY NOT BE CONFIDENTIAL**

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

**Bid2025-032 Vehicle Exhaust Removal System Maintenance**

Item	Description	Price First Year	Price Second Year
1	Labor – Hourly Rate - Normal Business Hours		
2	Labor – Hourly Rate – Weekends and Holidays		
3	Parts Cost - (% Off List Price)		

Vendor's Normal Business Hours \_\_\_\_\_

**EXCEPTIONS**

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