

PATRICIA A. PESHKA

PURCHASING AGENT



JOSEPH J. SOLOMON

MAYOR

## CITY OF WARWICK

PURCHASING DIVISION  
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 Friday, June 1, 2018. The website address is <http://www.warwickri.gov/bids>.

### CITY OF WARWICK BIDS REQUESTED FOR

#### **Bid2019-054 Preventative Maintenance & Repairs of Compressors**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Friday, June 1, 2018.

Sealed bids will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Wednesday, June 13, 2018. The bids will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room at Warwick City Hall.

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.

The City of Warwick, in addition to soliciting bids in response to this RFP, 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: <http://www.purchasing.ri.gov/MPA/MPASearch.aspx>

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

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

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

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*

Patricia A. Peshka  
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: \_\_\_\_\_  
Bid2019-054

\_\_\_\_\_  
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**

**Bid2019-054 Preventative Maintenance & Repairs of Compressors**

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.

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 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 one (1) copy in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "Bid2019-054 Preventative Maintenance & Repairs of Compressors."

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.

Should you have any questions, please contact Joseph Blake, Building Maintenance, at 401-921-9638.

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 proposal confers no rights for the withdrawal of the proposal 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](http://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 comply with all Rhode Island Labor Laws, Chapter 37-12-13, and all other applicable Local, State and Federal Laws.

Prevailing Wages may 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 shall 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 shall 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 shall 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 shall 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 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** from The Rhode Island Secretary of State dated no more than thirty (30) days prior to the date upon which the bid approval was made. **Please note that no other State's Certificate of Good Standing will be accepted.**

If required, the successful bidder will provide said **Certificate of Insurance** and **State of Rhode Island's 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 31, 2018 through July 30, 2019. 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 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 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 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 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.

# **SPECIFICATIONS FOR PREVENTATIVE MAINTENANCE OF COMPRESSORS CITY-WIDE**

## **1. PREVENTATIVE MAINTENANCE SERVICE FOR (3) SAYLOR-BEALL 707 10HP AIR COMPRESSORS**

**Location: Department Of Public Works Automotive Front & Rear  
Buildings, & Police Station Building**

### **Annual Service with Valve Inspection-Performed**

- Change oil (500 lubricant)
- Change air filter elements
- Clean sump, inspect internals
- Clean/Inspect all drains
- Replace belts, set tension
- Test all safety devices
- Test operate unit and make adjustments as needed

### **Minor Service-Performed Six Months After**

- Change oil (500 lubricant)
- Change air filter elements
- Clean sump, inspect internals
- Clean/Inspect all drains
- Inspect belts, set tension
- Inspect valve operation
- Test all safety devices
- Test operate unit and make adjustments as needed



**2. PREVENTATIVE MAINTENANCE SERVICE FOR Champion  
Hr10-25 10hp Air Compressor**

**Location: Annex Building (City Hall)**

**Annual Service**

- Change oil (500 lubricant)
- Replace air filter elements
- Clean unit and intercooler tubes
- Clean/Inspect all drains
- Replace belts, set tension
- Test all safety devices
- Test operate unit and make adjustments as needed

**3. PREVENTATIVE MAINTENANCE SERVICE FOR SMITH 143 1HP  
AIR COMPRESSOR**

**Location: City Hall Fire Back-up Compressor**

**Annual Service**

**Change oil (500 lubricant)**

- Replace air filter element
- Replace belt, set tension
- Test all safety devices
- Test operate unit and make adjustments as needed

***\*\*This unit will be eliminated when the new sprinkler system installation is completed***

#### **4. PREVENTATIVE MAINTENANCE SERVICE FOR (2) CHAMPION CV1 2HP AIR COMPRESSORS**

**Location: City Hall Building & Pilgrim Senior Center Fire System**

##### **Annual Service**

- Change oil (500 lubricant)
- Change air filter elements
- Clean/Inspect all drains
- Replace belts, set tension
- Inspect valve operation
- Test all safety devices
- Test operate unit and make adjustments as needed

*\*\*The above units will be eliminated when the new sprinkler system installation is completed*

#### **5. Bi-Annual Service for Ingersoll 185 Portable Air Compressor (Every Six Months)**

**Location: Rear Garage – Highway Division**

##### **Annual Service**

- Change compressor oil
- Change compressor oil filter
- Change compressor air/oil/separator
- Clean all heat exchange points
- Change compressor oil

##### **Minor Service-Performed Six Months After**

- Change compressor oil
- Inspect oil and air/oil separator
- Clean all heat exchange points

**6. PREVENTATIVE MAINTENANCE SERVICE FOR Johnson Controls F1000-232  
Air Compressor S/N: A-5033-31  
(Single Compressor With Two Heads And Two Motors)  
Note: This Is Considered A Single Unit**

**Location: Annex Building**

**Bi-Annual Service #1**

- Change oil (500 lubricant)
- Change air filter element
- Clean/Inspect all drains
- Replace belt, set tension
- Test all safety devices
- Test operate unit and make adjustments as needed

**Bi-Annual Service #2**

- Change oil (500 lubricant)
- Change air filter element
- Clean/Inspect all drains
- Inspect belt, set tension
- Test all safety devices
- Test operate unit and make adjustments as needed

Annual indicates once yearly and bi-annual indicates twice yearly.

Any additional parts necessary must be pre-approved for installation by the department.  
Any parts installed without prior authorization will not be paid.

Additional repairs necessary during regular business hours (8:00 am – 5:00 pm).

Necessary repairs after regular hours (5:00 pm – 8:00 am) pm will be paid at a rate of 1 ½ hours.

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

1. Are you factory authorized repair for any of the following:
  - a. Ingersoll Rand      Y\_\_\_N\_\_\_
  - b. Campbell Hausfeld Y\_\_\_N\_\_\_
  - c. Beall                      Y\_\_\_N\_\_\_
  - d. Champion                Y\_\_\_N\_\_\_
  - e. Curtis                      Y\_\_\_N\_\_\_
  
2. Is your company able to provide a loaner compressor unit if the malfunctioning unit requires additional time to complete repairs, in the event one is necessary, for safety, security and normal building operations?
  
3. Please describe the success of your company the last time a loaner unit was necessary.
  
4. Please give a list of references for compressor maintenance and repair, related to the scope of work required within these bid specifications:
  
5. What insurance, specifically related to compressor repair, does your company retain?

**CITY OF WARWICK**

**BID AND CONTRACT FORM**

**TITLE OF SPECIFICATION:** Bid2019-054 Preventative Maintenance  
& Repairs of Compressors

**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 shall 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 shall transform the bid into a contract. This bid and contract shall be secured by Bonds, if required by the specifications.

**Pricing as Follows**

**Continued next page**

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

**Bid2019-054 Preventative Maintenance & Repairs of Compressors**

<b><u>Item</u></b>	<b><u>Description</u></b>	<b><u>Bid</u></b>
1	<b>(3) Saylor-Beall 707 10hp Air Compressors</b>	
1a	Parts and Labor Cost - Annual Service/Each Unit	\$ _____
1b	Parts and Labor Cost - Annual Service/All 3 Units	\$ _____
1c	Parts and Labor Cost - Minor Service/Each Unit	\$ _____
1d	Parts and Labor Cost - Minor Service/All 3 Units	\$ _____
1e	Total 1b+1d	\$ _____
2	<b>Champion Hr10-25 10hp Air Compressor</b>	
2a	Parts and Labor Cost - Annual Service	\$ _____
3	<b>Smith 143 1hp Air Compressor</b>	
3a	Parts and Labor Cost - Annual Service	\$ _____
4	<b>(2) Champion Cv1 2hp Air Compressors</b>	
4a	Parts and Labor Cost - Annual Service/Each Unit	\$ _____
4b	Parts and Labor Cost - Annual Service/Both Units	\$ _____
5	<b>Ingersoll 185 Portable Air Compressor (Every Six Months)</b>	
5a	Parts and Labor Cost - Annual Service	\$ _____
5b	Parts and Labor Cost - Minor Service	\$ _____
5c	Total 5a + 5b	\$ _____
6	<b>Johnson Controls F1000-232 Air Compressor</b>	
	<b>(Single Compressor With Two Heads And Two Motors)</b>	
	<b><u>Note: This Is Considered A Single Unit</u></b>	
6a	Parts and Labor Cost - Bi-Annual Service #1 This Unit	\$ _____
6b	Parts and Labor Cost - Annual Service # 1 This Unit	\$ _____
6c	Parts and Labor Cost - Bi-Annual Service #2 This Unit	\$ _____
6d	Parts and Labor Cost - Annual Service # 2 This Unit	\$ _____
6e	Total 6b+6d	\$ _____
	<b>Total Annual Bid items 1e+2a+3a+4b+5c+6e</b>	\$ _____
	Discount on parts off list price	_____ %
	Labor rate (additional services during business hours)	\$ _____/hr.
	After hours labor rate (necessary repairs after hours)	\$ _____/hr.