



Patricia A. Peshka
Purchasing Agent

Joseph J. Solomon
Mayor

City of Warwick
Purchasing Division
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The following notice is to appear on the City of Warwick's website Tuesday, July 9, 2019.
The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK
BIDS REQUESTED FOR**

Bid2020-075 Purchase Work Boots

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Tuesday, July 9, 2019.

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, July 24, 2019. The bids will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, 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 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: <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.

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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: _____
Bid2020-075

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**

Bid2020-075 Purchase Work Boots

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 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 "Bid2020-075 Purchase Work Boots."

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 Jean Bouchard, Personnel Director, at 401-738-2011.

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

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 Good Standing** (if required) within ten (10) calendar days after notification or the City reserves the right to rescind said award.

Prices to be held firm commencing on November 19, 2019. The City of Warwick reserves the right to award this contract as a one (1) year, two (2) year or three (3) contract, as deemed most favorable to the interest of the City. Term contracts may be extended for one (1) additional term upon mutual agreement unless otherwise stated.

In accordance with the City of Warwick Resolution #R-11-7, this proposal requires that vendors automatically extend the contract for two (2) months after the contract expires at the price contained in the expiring contract.

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 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

Request For Proposals - Work Boots

The City is contractually obligated to provide certain Municipal employees with one pair of work boots annually. We are presently seeking bids for approximately 110 pairs of boots to be provided in the month of December. The City is limited to a maximum cost of \$70.00 per pair of boots by collective bargaining agreement. The successful bidder must provide boots that meet the following specifications:

1. Must be steel toe boots which meet or exceed OSHA standards;
2. These boots must meet ANSI standards
3. Steel toe must be padded;
4. Available in both black and tan;
5. Body (uppers) must be of smooth leather and the collar must be padded;
6. Innersole must be cushioned and mildew-proof;
7. The sole must be bonded and stitched and must be oil resistant and of a non-skid design;
8. Body (uppers) must be water and/or oil resistant;
9. Must be available in 6" or 8" heights and in insulated and non-insulated versions within the above specifications;
10. Must be available in sizes ranging from 6 to 13 and in widths from D to EEE;
11. The City is also seeking up to 8 non-steel toe boots meeting the above specifications for up to 6 employees in the City's ice arena. (Note: the \$70.00 limit does not apply to these boots - **employees pay the difference, if any, between the cost of the boot and \$70.00**).
12. For certain employees the City will allow the purchase of safety shoes with steel toes up to a maximum of 6. These shoes must meet the above specifications where applicable.
13. The successful bidder must make arrangements for fittings either at its place of business or with a minimum of two on-site fittings on City premises. Note, for bidders who do not provide fittings on City premises, it is required that the location of such fittings be in the City of Warwick or within a 15 mile radius of the Department of Public Works Headquarters located at 925 Sandy Lane, Warwick, RI.
14. Vendors may submit bids for one, two or three years, and the City reserves the right to accept bids of either one, two, or three years.

Basis For Selection

The contract will be awarded to the qualified, responsible firm best satisfying the overall requirements of this request for proposal and to be most advantageous to the City of Warwick taking into account the evaluation factors as follows:

Criteria For Selection

- Convenience of boot fittings - 15% (Note: highest consideration will be given to those vendors who provide fittings on City property, and then to vendors whose sites for fittings are closest to Department of Public Works Headquarters).
- Warranty and product support - 15%.
- Overall cost of the proposal - 70%

Past experience has shown that employees purchase boots/shoes in the following proportions:

Style

8 inch boots	56%
6 inch boots	34%
Steel toe shoes	2%
Non steel toe boots suitable for Ice Rink employees	8%

Insulated/Non-insulated

Insulated	84%
Non-insulated	16%

The total cost of all proposals will be evaluated based upon the above proportions.

The City reserves the right to accept proposals for all or part of the request, and for one, two or three years as it sees fit. The City also reserves the right to reject all proposals as it sees fit.

The City of Warwick may award a contract based upon initial proposal received, without discussion of such offer. Accordingly, respondents are advised to submit proposals on the most favorable terms from a price and technical aspect. Bidders shall use the attached pricing sheet to submit bids.

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CITY OF WARWICK

BID AND CONTRACT FORM

TITLE OF SPECIFICATION: Bid2020-075 Purchase Work Boots

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 as Follows

Continued next page

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

Bid2020-075 Purchase Work Boots

November 19, 2019 – November 18, 2020

Type	Manufacturer's Style #	Cost Per Unit
Steel toe, 8 inch, insulated		
Steel toe, 6 inch, insulated		
Steel toe, 8 inch, non-insulated		
Steel toe, 6 inch, non-insulated		
Steel toe shoe		
Non steel toe, insulated for Ice Rink employees		

November 19, 2020 – November 18, 2021

Type	Manufacturer's Style #	Cost Per Unit
Steel toe, 8 inch, insulated		
Steel toe, 6 inch, insulated		
Steel toe, 8 inch, non-insulated		
Steel toe, 6 inch, non-insulated		
Steel toe shoe		
Non steel toe, insulated for Ice Rink employees		

November 19, 2021 – November 18, 2022

Type	Manufacturer's Style #	Cost Per Unit
Steel toe, 8 inch, insulated		
Steel toe, 6 inch, insulated		
Steel toe, 8 inch, non-insulated		
Steel toe, 6 inch, non-insulated		
Steel toe shoe		
Non steel toe, insulated for Ice Rink employees		