

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS



JUDICIAL PURCHASING OFFICE
 670 NEW LONDON AVENUE ROOM 1006
 CRANSTON, RHODE ISLAND 02920
 TEL: 401-275-6527
 FAX: 401-275-6530

BID SOLICITATION INFORMATION

Date: October 7, 2015		RFP/LOI #: B2015024	
Project Name: Noel Judicial Complex – 2nd, 3rd & 4th Floor Courtroom Fit-Outs			
Opening Date, Time and Place: November 2 @ 10:00am Purchasing, Rm 1006, 670 New London Avenue, Cranston, RI 02920			
Pre-Bid/Proposal Conference: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes on October, 22, 2015 Time: 7:30 a.m. ***** Mandatory *****			
Location: Noel Judicial Complex – 2 nd , 3 rd & 4 th Floor Courtroom Fit-Outs ** Will meet in 1 st Floor Lobby			
Bonds Required:			
Surety Bond	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Bidder is required to provide a bid surety in the form of a bid bond or certified check payable to the State of Rhode Island in an amount not less than five percent (5%) of the bid price.	
Fidelity Bond	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
Performance Bond	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
The successful bidder will be required to furnish all insurance documentation as outlined in the attached Judicial Purchasing Rules & Regulations and General Terms & Conditions of Purchase available for inspection at www.courts.ri.gov			
This solicitation is for the Noel Judicial Complex, 2 nd , 3 rd , & 4 th Floor Courtroom Fit-Outs, 222 Quaker Lane, Warwick, Rhode Island 02886.			
Specific bid solicitation information begins on page 3 of this document.			
Proposals must be mailed or hand-delivered in a sealed envelope marked with the above RFP/LOI# and Project Name to:			
Rhode Island Traffic Tribunal 670 New London Avenue, Cranston RI, 02920 Purchasing, Room 1006			
The bid process and resulting contract are subject to the Judicial Purchasing Rules and Regulations and General Terms and Conditions of Purchase. Submission of a bid in response to this solicitation is acknowledgement and acceptance of the Judicial Purchasing Rules & Regulations and General Terms & Conditions of Purchase.			
The Administrative Office of State Courts (“AOSC”) reserves the right to award on the basis of cost alone, accept or reject any or all bids, and to act in its best interest including, but not limited to, directly negotiating with any vendor who submits a proposal in response to this RFP and to award a contract for collection services based upon the results of those negotiations alone. Proposals found to be technically or substantially nonresponsive at any point in the evaluation process will be rejected and not considered further. The AOSC may, at its sole option, elect to require presentations(s) by bidders clearly in consideration for award.			

Questions concerning this solicitation may be e-mailed to the Supreme Court Purchasing Office at purchasing@courts.ri.gov **no later than October 23, 2015 at 12:00 PM**. Please reference the RFP / LOI number on all correspondence. Answers to questions received, if any, will be posted on the internet as an addendum to this bid solicitation.

Carla Ciccone
Purchasing Agent
Rhode Island Supreme Court

Bidding Documents

Bidding Documents may be examined at the office of the Architect, Edward Rowse Architects, Inc., 115 Cedar Street, Providence, RI 02903 between the hours of 9:00 AM to Noon and 1:00 PM to 4:00 PM, Monday through Friday. Bidding documents in the form of a CD may be obtained from the Architect at no cost. Bidding documents will be available for pickup in person on or after October 9, 2015 between the hours of 9:00 AM to 4:00 PM, Monday through Friday. The bidder shall be responsible for all costs associated with printing hard copies of bidding documents.

Bidders are required to provide Bid Security in the form of a Bid Bond, or a certified check payable to the State of Rhode Island, in the amount of a sum not less than five percent (5%) of the Bid Price. Bid surety must be attached to the Bid Form. Performance, labor and payment bonds will be required at time of award.

Questions concerning this RFP must be e-mailed to the office of the Architect at trowse@rowsearch.com no later than October 23, 2015 at 12:00 PM. Please reference the RFP/LOI number on all correspondence. Answers to questions received, if any, will be discussed at the pre-bid/proposal conference and included in the meeting summary, which will be posted on the internet at: <http://www.purchasing.ri.gov/bidding/ExternalBidSearch.aspx> and <http://www.courts.ri.gov/> .

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

This is a Request for Proposals, not an Invitation for Bid. Responses will be evaluated on the basis of the relative merits of the proposal, in addition to price.

INSTRUCTIONS AND NOTIFICATIONS TO BIDDERS

- Potential bidders are advised to review all sections of this Request carefully and to follow instructions completely as failure to make a complete submission as described herein may result in rejection of the proposal.
- All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content, shall be borne by the bidder. The AOSC assumes no responsibility for these costs.
- Proposals are considered to be irrevocable for a period of not less than ninety (90) days following the opening date, and may not be withdrawn, except with the express written permission of the Judicial Purchasing Committee.
- All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
- Proposals misdirected to other judicial locations or which are otherwise not received by the Supreme Court Purchasing Office by the time of opening for any cause, will be deemed late and will not be considered. **For the purposes of this requirement, the official time and date shall be that of the time clock in the Judicial Purchasing Office.**
- It is intended that an award pursuant to this Request will be made to a prime historical painting contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontracts are permitted, provided that their use is clearly indicated in the bidder's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.
- Bidders are advised that all materials submitted to the AOSC for consideration in response to this Request for Proposals shall be considered to be public records as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and may be released for inspection immediately upon request once an award has been made.