



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

REQUEST FOR PROPOSALS FOR GOODS

Item Description: PURCHASE 3 JEEP WRANGLERS OR EQUIVALENT

Date to be opened: MONDAY, MAY 24, 2021

Issuing Department: PROVIDENCE WATER

QUESTIONS

- Please direct questions **relative to the bidding process, how to fill out forms, and how to submit a bid** to Purchasing Agent Patti Jordan.
 - Phone: (401) 680-5264
 - Email: pjordan@providenceri.govPlease include the Item Description shown above in the subject line of your email.
- Please direct questions **relative to the specifications** outlined to the issuing department's subject matter expert:
 - **TONY FERNANDES – MANAGER OF FACILITIES & EQUIPMENT**
 - **401-521-6300 EXT. 7118**
 - **TONYF@PROVWATER.CPM**

INSTRUCTIONS FOR SUBMISSION

Bids may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence.** At 2:15 P.M. all bids will be publicly opened and read at the Board of Contract Meeting in the City Council Chambers, on the 3rd floor of City Hall.

- Bidders must submit **3 copies** of their bid in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the RFP and bid are related and must include the company name and address on the envelope as well.** clearly marked on the first page.
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have **"NOT A BID"** written on the envelope or wrapper.
- Only use form versions and templates included in this RFP. If you have an old version of a form do not recycle it for use in this bid.
- The bid envelope and information relative to the bid must be addressed to:

**Board of Contract and Supply
Department of the City Clerk – City Hall, Room 311
25 Dorrance Street
Providence, RI 02903**

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the City's Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City's Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

NOTICE TO VENDORS

1. The Board of Contract and Supply will make the award to the lowest qualified and responsible bidder.
2. In determining the lowest responsible bidder, cash discounts based on preferable payment terms will not be considered.
3. Where prices are the same, the Board of Contract and Supply reserves the right to award to one bidder, or to split the award.
4. No proposal will be accepted if the bid is made in collusion with any other bidder.
5. Bids may be submitted on an “equal in quality” basis. The City reserves the right to decide equality. Bidders must indicate brand or the make being offered and submit detailed specifications if other than brand requested.
6. A bidder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with the Rhode Island Business Corporation Act, RIGL Sec. 7-1.2-1401, et seq.
7. The Board of Contract and Supply reserves the right to reject any and all bids.
8. Competing bids may be viewed in person at the Department of the City Clerk, City Hall, Providence, immediately upon the conclusion of the formal Board of Contract and Supply meeting during which the bids were unsealed/opened. Bids may also be accessed electronically on the internet via the City’s [Open Meetings Portal](#).
9. **As the City of Providence is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes. A Tax Exempt Certificate will be provided upon request.**
10. In case of error in the extension of prices quoted, the unit price will govern.
11. Delivery dates must be shown in the bid. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
12. No goods should be delivered or work started without a Purchase Order.
13. **Submit 3 copies of the bid to the City Clerk, unless the specification section of this document indicates otherwise.**
14. Payment Terms *are a minimum of Net 30.*
15. Successful bidder must submit a completed W-9 form and Certificate of Insurance/Product Warranty.
16. Awards will be made within **sixty (60) days of bid opening**. All bid prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
17. Failure to deliver within the time quoted or failure to meet specifications may result in default in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.

*****Failure to meet specified deadlines, follow specific submission instructions, or enclose all required documents with all applicable signatures will result in disqualification, or in an inability to appropriately evaluate bids.*****



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID FORM 1: Bidders Blank

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however **each item should be priced individually**. Do not group items. Awards may be made on the basis of *total* bid or by *individual items*.
5. All bids **MUST BE SIGNED IN INK.**

Name of Bidder (Firm or Individual): _____

Contact Name: _____

Business Address: _____

Business Phone #: _____

Contact Email Address: _____

Agrees to bid on (Items(s) to be bid): _____

Delivery Date: _____

Name of Surety Company (if applicable): _____

Total Amount in Writing*: _____

Total Amount in Figures*: _____

**** If you are submitting a unit price bid, please insert "Unit Price Bid"***

Use additional pages if necessary for additional bidding details.

Signature of Representation

Title



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID FORM 2: Certification of Bidder

(Non-Discrimination/Hiring)

Upon behalf of _____ (Firm or Individual Bidding),

I, _____ (Name of Person Making Certification),

being its _____ (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder, on
this _____ day of _____ 20_____.

Signature of Representation

Printed Name



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID FORM 3: Certificate Regarding Public Records

Upon behalf of _____ (Firm or Individual Bidding),

I, _____ (Name of Person Making Certification),

being its _____ (Title or "Self"), hereby certify an

understanding that:

1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating bids. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate bids.
4. If sensitive information that has not been requested is enclosed or if a bidder opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent bidding process. Information required in the bidding packet may not be submitted directly to the issuing department at the discretion of the bidder in order to protect other information, such as pricing terms, from becoming public. Bidders who make such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this _____ day of _____ 20_____.

Signature of Representation

Printed Name



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

BID FORM 4: MBE/WBE Affidavit

Item Title (as seen on RFP):

Name of Bidder (Firm or Individual): _____

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island?

_____ MBE _____ WBE _____ Neither MBE nor WBE

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 *et seq.* of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this _____ day of _____ 20_____.

Signature of Representation

Printed Name



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID PACKAGE SPECIFICATIONS





PROVIDENCE WATER

IMPORTANT INFORMATION TO ALL BIDDERS

1. Vehicles & equipment must include a 3-year Bumper to Bumper allowed warranty but not less than three (3) years. The warranty shall spell out in writing the exact conditions of warranty. Providence Water is requesting all parts, labor and service. Vendor will be responsible for pick-up of vehicle and deliver back to Providence Water.
2. All quoted prices to include any and all cost including registration and freight for deliveries to Providence Water Supply Board (PWSB). ***All quoted prices must remain firm from 120 days from date of opening.***
3. Delivery will only be accepted Monday thru Friday (excluding holidays) between the hours of 9:00 am thru 3:00 pm to the Providence Water Supply Board.
4. The successful bidder must make delivery in the time period requested or quoted in bid.
5. Delivery will be made upon the request of the proper Providence Water Supply Board officials.
6. The general and specific characteristics of the attached specifications shall not be interpreted as to exclude any manufacturer or product that would reasonably be considered as a comparable product. ***Providence Water will consider any vehicle or product which will be considered equal. Providence Water reserves the right to determine equal. Vendors may include additional items and noted separately in the bid if vendor determines it would be in our best interest.***
7. The award of this contract in no way obligates the City to buy or spend the corresponding estimated dollars. This specification contains quantities based on estimated needs. Providence Water reserves the right to purchase any quantity of any item listed and does not guarantee these quantities.
8. The Providence Water Supply Board will not consider any lease/purchase proposals from vendors at this time. This is for a one time straight purchase.
9. To view trade in vehicles/equipment or for any questions contact Providence Water Supply Board, Antonio Fernandes at 401-521-6300 ext 7118 or tonyf@provwater.com
10. The successful bidder will be responsible for proper registration and or transfer of license plates to new vehicles purchased and assumes all costs for registrations and transfers.
11. The Providence Water Supply Board will provide all insurance for vehicles after receipt and acceptance. The vendor is responsible for all insurance prior to acceptance by the Providence Water Supply Board.
12. The Providence Water Supply Board reserves the right to view and test all vehicles prior to taking delivery of vehicle.
13. Vehicles must have Motorola Radio installed as per specifications attached (unless specified otherwise).



PROVIDENCE WATER

14. The Providence Water Supply Board may award to more than one vendor as deemed to be in its best interest.
15. All utility vehicles shall be undercoated when applicable (excluding backhoes).
16. Vehicles shall be provided with heavy-duty battery.
17. All vehicles shall be WHITE as approved from manufacturers standard color selection (excluding backhoes).
18. **ALL VEHICLES SHALL BE LATEST MODELS OF DOMESTIC MANUFACTURE. BIDDERS WILL SPECIFY YEAR/MAKE/MODEL OF EACH VEHICLE BID.**
19. Actual/similar vehicle with all requested features must be available for viewing before bid is awarded.
20. Registration of vehicles by vendor. Vendor will be responsible for the registration, transfer of all plates, and any associated fees.
21. Vendor is responsible for insuring vehicles and equipment until received, and/or delivered to Providence Water property.
22. Each vehicle is to include emergency front and rear strobe lighting separate operating switch to be mounted on interior dash. (Final approval necessary by Providence Water personnel).
23. Any and all pricing on optional equipment will include installation and 3 year warranty.
24. All trucks shall be delivered with the appropriate cab side steps to ensure safe entrance and exiting from the vehicle.
25. **ALL BIDDING VENDORS MUST SUBMIT AN ELECTRONIC/DIGITAL DRAWING OR PICTURE OF THE VEHICLE OR ITEM THAT IS SUBMITTED. IF BIDDING A UTILITY VEHICLE, THE UTILITY BODY MUST MEET THE SAME CRITERIA.**
26. **ALL PROPOSALS MUST HAVE A COMPLETE BODY DESIGN SHOWING ALL SIDES OF THE VEHICLE.**
27. Vehicles will be delivered to Providence Water within 4 to 6 months of award.

All utility vehicle bids must include 2d or 3d detailed electronic drawings of the chassis and utility body. Drawings must include details regarding the location and dimensions of compartments, equipment, lifts, cranes, emergency lighting, operators, compartment lighting and all other functional elements of the utility vehicle.

Alternative Fuel Vehicles

As an environmentally conscious utility that provides drinking water to over 600,000 Rhode Island residents, Providence Water encourages all vendors that bid on vehicles/equipment, to make every effort to provide us with alternative fuel options when submitting their bids.

Vendors are encouraged to submit proposals on both the standard vehicle specified and an alternate fuel option. Providence Water will review all bids submitted, and reserves the right to recommend award based on its best interest.

When submitting alternate fuel bids, clearly identify the fuel option and submit a complete detailed specification of the vehicle.

Flex fuel vehicles will not be considered as an alternate fuel option at this time.



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Specifications: Three (3) - 2021 Jeep Wrangler Sport Hard Top (JLJL72) 4X4 (2) door with Off Road Package or Equivalent.

Exterior Color: White

Standard Features:

- **Engine: 3.6L V6 24V WT Engine Upg 1 w/ESS**
- 3.45 Overall gear
- Front & Rear Tow Hooks
- 5.0" Touchscreen Display
- Command-Trac Part Time 4WD System
- Conventional Differential Frt Axle
- Conventional Differential Rear Axle
- Dana M1 86 Front Axle
- Dana M220 Rear Axle
- Engine Oil Cooler
- Front Stabilizer Bar
- Fuel Tank Skid Plate Shield
- Hydraulic Assist Brake Booster
- Power Steering
- Pushbutton Start
- Rear Folding Seat
- **Interior & seat's (Black)**

*** All Prior Installations Must Be Approved by A PWSB Representative ***



Page 2

-
- Rear View Day/Night Mirror
- Steering Wheel Mounted Audio Ctrl
- Stop-Start Dual Battery System
- Supplemental Frt Seat Side Air Bags
- Tire Pressure Monitoring Display
- Traction control
- SwayDamping
- Ground clearance 9.7"
- Transfer-Skid Plate Shield
- Transmission Skid Plate Shield
- Uconnect 3 with 5" Display
- Var Intermittent Windshield
- Wipers Vehicle Information Center
- 25S Package Details 8-Spd Auto 850RE Trans (Make)
- Air Conditioning
- Automatic Headlamps
- Power Heated Mirrors

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Page: 3

- Pwr Windows, Front 1 -Touch Down
 - Security Alarm
 - AM FM Radio
 - Speed Sensitive Power Locks
 - **Air Conditioning:** RI 34YF A/C Refrigerant
-
- (XFC) 3.6L V6 24V WT Engine Upg 1 8-spd Auto 850RE Trans

Add-Ons:

- Black 3-Piece Hard Top
- Rear Window Defroster (GFA)
- Rear Window Wiper Washer (JHB) Anti-Spin
- Differential Rear Axle (DSA) MOPAR All-Weather
- Floors Mats (CWA)
- Tires 245/75R17 All Terrain
- Full Spare Tire with Matching Rim.
- Factory Tint Sunscreen Windows

*** All Prior Installations Must Be Approved by A PWSB Representative ***



Pages:4 Additional Information to Bidders Specification:

- Linex Floor & Undercarriage
- Aries Front Brush Guard

Rampage Products 99306 Rock Rage Front Bumper for 07-21 Jeep

Back-Up Alarm:

Peterson or Equivalent Auxiliary Back-Up Alarm (97DBA)

To Be Installed under carriage Rear of Vehicle:

Safety Light's:

Whelen (8) ION Duo Linear-LED Surface Mount

E6 Mini Lighthouse amber /white location Installation TBA.

(4) Front Strobes (4) Rear Strobes.

Light Bar Kit Strobes:

QuadratecJ5 LED Light Bar: Kit with 6 Bolt Style Windshield Mounting Amber/White.

Driver's Side Spotlight:

Arges Remote Spotlight Super –LED 360* remote control spotlight
Hard wire control to be mounted in the dash. (**No wireless Remote**)

Back Up Camera: OEM

*** All Prior Installations Must Be Approved by A PWSB Representative ***



Two Way Radio Motorola XPR5550 45 Watt VHF See Attached Specs:

Remote Mount Head, Standard Mic, Standard Bracket Ignition Sense Cable, 13 Watt External Speaker, Remote Mount Cable Extended Power, Cable Antenna, Antenna Cable and Connector (Radio Program with PWSB Frequencies)

EQUIVALENCY CLAUSE: The bid specifications is merely to convey the target performance desired by the PWSB. It is not the intention of the specifications within this document to eliminate any bidder; however, quoted items must equal or exceed stated specifications. Sufficient documentation is required to verify equivalent or superior performance.

*** All Prior Installations Must Be Approved by A PWSB Representative ***



Bidder's Blank

Vehicle #1	
Trade-in -2006 Chevy Trailblazer - V#2GNDDT13S862296952, mileage 97,279	\$()
Purchase -	\$
Total (<i>inclusive of all fees</i>)	\$

Vehicle #2	
Trade-in -2003 Chevy Malibu - V#1G1ND52J4243M631420, mileage 81,029	\$()
Purchase -	\$
Total (<i>inclusive of all fees</i>)	\$

Vehicle #3	
Trade-in -2011 Chevy Truck K1500 - V#1GCNKPE0XBZ313167, mileage 208,400	\$()
Purchase -	\$
Total (<i>inclusive of all fees</i>)	\$

Note: Trade discounts shall be shown separately, but shall be incorporated in the Bidder's total unit price, unless otherwise specified.