

INFORMATION TO BIDDERS  
TOWN OF WARREN  
TOWN CLERK'S OFFICE  
(401) 245-7341

1. PROJECT/BID STRUCTURE AND COORDINATION

Work to construct improvements within Joyce Street and Franklin Street (the "site") is being completed as a project administered by the Town of Warren ("Town"). The Project Manual includes the following primary work items.

- A. Lump Sum Bid 1 – Joyce Street Drainage Improvements: Work under this item consists of completing all work within the limits shown on the drawings for this bid item with the exception of work required to complete Unit Bid 1 and Unit Bid 2.
- B. Unit Bid 1 – Adjust Gas Services and Mains for Joyce Street Drainage Improvements: This work generally includes coordinating with National Grid to adjust the vertical elevation of existing utility services and mains to an elevation below drainage improvements, cutting and capping existing services, trenching, backfill, and compaction.
- C. Unit Bid 2 – Adjust Water Services and Mains for Joyce Street Drainage Improvements: This work generally includes coordinating with Bristol County Water Authority to adjust the vertical elevation of existing utility services and mains to an elevation below drainage improvements, cutting and capping existing services, trenching, backfill, and compaction.
- D. Lump Sum Bid 2 – Franklin Street Drainage Improvements: Work under this item consists of completing all work within the limits shown on the drawings for this bid item with the exception of work required to complete Unit Bid 3 and Unit Bid 4.
- E. Unit Bid 3 – Adjust Gas Services and Mains for Franklin Street Drainage Improvements: This work generally includes coordinating with National Grid to adjust the vertical elevation of existing utility services and mains to an elevation below drainage improvements, cutting and capping existing services, trenching, backfill, and compaction.
- F. Unit Bid 4 – Adjust Water Services and Mains for Franklin Street Drainage Improvements: This work generally includes coordinating with Bristol County Water Authority to adjust the vertical elevation of existing utility services and mains to an elevation below drainage improvements, cutting and capping existing services, trenching, backfill, and compaction.

Bidders shall submit bids on Lump Sum Bid 1, Lump Sub Bid 2, Unit Bid 1, Unit Bid 2, Unit Bid 3, and Unit Bid 4 in their entirety. The Town reserves the right to

authorize one or both lump sum and unit bid items of work. However, it is the Town's intent to award this project to a single bidder. That is a single bidder will be authorized to complete one or both lump sum bid items and unit bid items.

2. ENVIRONMENTAL AND REGULATORY APPROVALS

The Town has obtained the required environmental and regulatory approvals, permits, and assents (referred to as approvals) from the regulating agencies for the Project. The approvals include:

- Underground Injection Control from the Rhode Island Department of Environmental Management
- Physical Alteration Permit from Rhode Island Department Of Transportation

Copies of the permits are provided in Exhibit A and Exhibit B. Copies of the documents submitted to the regulating agencies are available for review at the office of Fuss & O'Neill, located at 317 Iron Horse Way, Suite 204, Providence, RI 02908 or available electronically by contacting Leslie Burton at (401) 861-3070 ext. 4597.

3. MANDATORY PRE-BID CONFERENCE

A mandatory Pre-Bid Conference will be held at the Town of Warren Council Chambers as indicated on the Invitation to Bid. A site walkover will be conducted after an initial period to review the Work and address questions, weather permitting.

4. EVALUATION OF BIDS:

Basis of bid award will be to the qualified bidder submitting the lowest total contract base bid price or to the lowest lump sum price for a specific item of work if the Town decides not to complete both items of work at this time, as selected solely by the Town of Warren.

5. RECEIPT AND OPENING OF BIDS:

Sealed bids/proposals will be accepted and time stamped upon receipt in the Office of the Town Clerk, Town of Warren, 514 Main Street, Warren, Rhode Island, 02885; until 10:00 AM, April 1, 2011 for the commodities, equipment or services listed in the specifications. Bid/Proposals will be publicly read at the time specified in the advertisement.

6. SUBMISSION OF BIDS:

- Envelopes containing bids must be sealed and addressed to the Town Clerk, Town of Warren, 514 Main Street, Warren, Rhode Island 02885, and must be marked

with the name and address of the bidder with the name of the bid in the lower left hand corner.

- The Town Clerk will decide when the specified time has arrived to open bids and no bid thereafter will be considered.
- Any bidder may withdraw his bid by written request at any time prior to the advertised time for opening. Telephone bids, faxed bids, amendments or withdrawals will not be accepted.
- Unless otherwise specified, no bid may be withdrawn for a period of sixty (60) days from the time of bid opening.
- Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it has been opened.
- Proposals received prior to the time of opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a proposal not properly addressed and identified.

7. FORM OF BID:

Proposals shall be submitted in duplicate.

8. RHODE ISLAND SALES TAX:

The Town 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 1, as amended.

9. FEDERAL EXCISE TAXES:

The Town is exempt from the payment of any excise tax or federal transportation taxes. The price bid must be exclusive of taxes and will be so constructed.

10. QUALIFICATION OF BIDDERS:

The Town may make such investigations, as it deems necessary to determine the ability of the bidder to perform the Work. The bidder shall furnish the Town with all such information and data on the forms provided herein.

11. ADDENDA AND INTERPRETATIONS:

No interpretation on the meaning of the Plans, Specifications or other Contract Document will be made to any bidder orally. Every request for such interpretations should be in writing, addressed to the Town Clerk, Town of Warren, 514 Main Street,

Warren, Rhode Island, 02885, and to be given consideration must be received at least seven (7) days prior to the date fixed for the opening of the bids. Fax transmissions will be accepted with written follow-up by bidder.

Any and all interpretations, and supplemental instructions which, if issued, will be mailed by regular mail to all perspective bidders (at the respective address furnished by the bidder for such purpose), not later than 48 hours prior to the date fixed for the opening of the bids (unless such addenda postpones the opening of bids). Failure of bidder to receive any such addendum or interpretations shall not relieve any bidder from obligation under his bid as submitted. All addenda so issued shall become part of the Contract Document.

12. DELIVERY OF BIDS:

No extra charges for delivery, handling or other services will be honored. Only inside delivery and set-up, where required, will be accepted. Deliveries must be made during normal working hours.

13. Bidders shall recognize and agree to Project milestone and completion dates and provisions for liquidated damages specified in the Project Manual.

14. Bidders must comply with all State Labor Laws for Public Works projects.

15. The successful bidder must have all current taxes paid which are owed to the Town of Warren.

16. In accordance with Rhode Island General Law 37-13-7, contracts in *excess of \$1,000.00* shall require compensation based on *prevailing wages* for construction, alteration and/or repair, painting & decorating. The rates are available from the Rhode Island Department of Labor at (401) 462-8539 or 462-8541, or access on the internet:

[www.access.gpo.gov/davisbacon/allstates.html](http://www.access.gpo.gov/davisbacon/allstates.html) for the State forms.

17. In accordance with Rhode Island General Law 37-13-14, bidders for public works/public building contracts in *excess of \$5,000 shall furnish a performance bond, upon conditional award of the contract*, at 100% of the contract price, conditioned upon faithful performance of the contract. A Labor and Materials Bond (Payment Bond), at full contract value, is required upon conditional award of the contract. All surety companies must be listed with The Department of the Treasury, Fiscal Services, Circular 570, (Latest Revision published by the Federal Register).