



## CITY OF WOONSOCKET, RHODE ISLAND

### INVITATION TO BID FOR:

#### **“WPD / WFD INTEGRATED SECURITY SYSTEM” – BID#5713**

#### **For the Woonsocket Police/Fire Department**

Specifications are available at the Finance Department, **Office of Purchasing**, City of Woonsocket, 169 Main Street, Woonsocket, Rhode Island 02895 between the hours of 8:30 AM and 4:00 PM, Monday through Friday.

Sealed bids will be received by the City of Woonsocket, in the Finance Department, **Office of Purchasing**, City Hall, 169 Main Street, Woonsocket, Rhode Island until **2:00 P.M. on Friday, February 12, 2016**, and then publicly opened and read aloud by the Finance Director in the **Office of Purchasing**, City Hall, 169 Main Street, Woonsocket, Rhode Island at **2:00 P.M.**

**ALL BIDS MUST BE SUBMITTED IN DUPLICATE COPY IN A SEALED ENVELOPE PLAINLY MARKED ON THE OUTSIDE OF THE ENVELOPE “WPD/WFD INTEGRATED SECURITY SYSTEM”.**

**There will be a prebid meeting on Monday, February 8, 2016 at 9:00 AM at the Woonsocket Police Station, 242 Clinton Street, Woonsocket, RI 02895**

Individuals requesting interpreter services for the hearing impaired should call the Finance Director at 401-762-6400 seventy-two (72) hours in advance of the bid opening.

The City of Woonsocket reserves the right to reject any and all responses, or parts thereof, to waive any irregularity in the responses received and to accept the responses or parts thereof deemed to be most favorable to **THE BEST INTEREST OF THE CITY.**

Published: January 28, 2016

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Christine Chamberland  
Finance Director

## INFORMATION TO BIDDERS

CITY OF WOONSOCKET

FINANCE DEPARTMENT

(401) 767-9269

### 1. RECEIPT AND OPENING OF PROPOSALS:

Sealed bids/proposals will be accepted and time stamped upon receipt in the Finance Department, City of Woonsocket, 169 Main Street, Woonsocket, Rhode Island, 02895; until the time, indicated on the attached Advertisement for Bids, for the commodities, equipment or services listed in the specifications. Bid/Proposals will be publicly read at the time specified in the advertisement.

### 2. FORM OF BID:

Proposals shall be submitted in duplicate. Supplemental information, drawings, warranties, literature and material to be provided with the bid shall be on the bidder's own form.

Where a specified brand or model number is asked for, it is to be viewed as a benchmark or standard, a substitute may be deemed equivalent at the discretion of the Finance Director.

The City of Woonsocket reserves the right to award a contract by item or in total.

### 3. SUBMISSION OF BIDS:

- Envelopes containing bids must be sealed and addressed to the Finance Department, Office of Purchasing, City of Woonsocket, 169 Main Street, Woonsocket, Rhode Island 02895, and must be marked with the name and address of the bidder with the name of the bid in the lower left hand corner.
- *If you are submitting a bid using a carrier such as FED EX, UPS, etc., the name of the bid and bid# must be marked on the envelope or label.*
- The Finance Director 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.
- Any deviation from the Specifications **MUST BE NOTED IN WRITING AND ATTACHED AS PART OF THE BID PROPOSAL**. The bidder shall indicate how the bid will deviate from Specifications.

**4. RHODE ISLAND SALES TAX:**

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 1, as amended.

**5. FEDERAL EXCISE TAXES:**

The City 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.

**6. QUALIFICATION OF BIDDERS:**

The City may make such investigations, as it deems necessary to determine the ability of the bidder to perform the work. The bidder shall furnish the City with all such information and data for the purpose as may be requested.

**7. 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 Finance Director, P.O. Box B, Woonsocket, Rhode Island 02895, 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.

8. **DELIVERY:**

All Purchases related to this bid are to be delivered FOB various locations within the City of Woonsocket, delivery to be supplied with the Purchase Order. No extra charges for delivery, handling or other services will be honored. Only inside delivery and set-up, where required, will be accepted. **TAILGATE DELIVERIES WILL BE REFUSED.** The vendor must notify the City of Woonsocket 24 hours prior to delivery. All claims for damage in transit shall be the responsibility of the successful bidder. The City will not make payment on damaged goods, they must be replaced or adjustments made at the option of the City. The City of Woonsocket is only represented by the Finance Director in these matters and said director shall be the only entity to negotiate any settlements. Deliveries must be made during normal working hours.

9. Bid price is to include the cost of uncrating and setting in place where noted.
10. Bid price is to include installation where noted.
11. Bidder must comply with all State Labor Laws for Public Works projects.
12. The successful bidder must have all current taxes paid which are owed to the City of Woonsocket.

In accordance with Rhode Island General Law 37-13-7, contracts in *excess of \$1,000*. 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) 462-8580, or access on the web: [www.access.gpo.gov/davisbacon/allstates.html](http://www.access.gpo.gov/davisbacon/allstates.html) for the State forms.

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, at full contract value, is required upon conditional award of the contract.



# Woonsocket Police Department

242 Clinton St. • Woonsocket, Rhode Island 02895-3276

401-766-1212 • Fax 401-766-8897 • Emergencies 401-769-1111 • [www.woonsocketpolice.com](http://www.woonsocketpolice.com)

The Woonsocket Department of Public Safety is seeking bids to upgrade building security within the Department of Public Safety.

1. **Woonsocket Police Department** "Headquarters" 242 Clinton Street Woonsocket, RI 02895

• *Doors to be on system:*

- Interior Basement Doors **w/** existing wiring: 1
- Interior Basement Doors **w/o** existing wiring: 1
- Interior Ground Level Doors **w/** existing wiring: 5
- Interior Ground Level Doors **w/o** existing wiring: 6
- Exterior Ground Level Doors **w/** existing wiring: 2
- Exterior Ground Level Doors **w/o** existing wiring: 3
- Interior 2<sup>nd</sup> Floor Doors **w/** existing wiring: 2
- Interior 2<sup>nd</sup> Floor Doors **w/o** existing wiring: 8

2. **Woonsocket Fire Department No. 1** 169 Providence Street Woonsocket, RI 02895

• *Doors to be on system:*

- Exterior Ground Level Doors **w/o** existing wiring: 1

3. **Woonsocket Fire Department No. 2** "Headquarters" 5 Cumberland Hill Rd. Woonsocket, RI 02895

*Doors to be on system:*

- Interior 2<sup>nd</sup> Floor Doors **w/o** existing wiring: 5
- Exterior Ground Level Doors **w/o** existing wiring: 2

4. **Woonsocket Fire Department No. 3** 241 North Main Street Woonsocket, RI 02895

*Doors to be on the system:*

- Exterior Ground Level Doors **w/o** existing wiring: 2

5. **Woonsocket Fire Department No.4** 806 Mendon Rd. Woonsocket, RI 02895

*Doors to be on the system:*

- Exterior Ground Level Doors **w/o** existing wiring: 2

6. **Woonsocket Fire Department No.6** 504 Fairmount Street Woonsocket, RI 02895

*Doors to be on the system:*

- Interior Ground Level Doors **w/o** existing wiring: 1
- Exterior Ground Level Doors **w/o** existing wiring: 1

7. **Woonsocket City Hall** 169 Main Street Woonsocket, RI 02895

Doors to be on the system:

Interior Doors **w/** existing wiring: 16

Exterior Doors **w/** existing wiring: 1

(Note): w/ = with

w/o = without

**System Details and Specifications:**

- Replace and Upgrade existing card reader system and software to a system with the capacity to handle eight (8) separate buildings throughout the City of Woonsocket. New system is to replace both card access and employment identification cards. New system will supply one card that serves as both your employee identification and system access card.
- Supply three (3) quality printers for printing the employee identification / system access cards.
- Supply any materials and/or software associated with the system being accessed remotely from two (2) other areas where the main system is not housed.
- Supply a minimum of three hundred and fifty (350) employee identification / system access cards.
- Supply all labor associated with the installation of the new system.
- Supply all electrical labor associated with the new system.
- Supply all materials associated with the new system to include any electrical supplies.
- Submit an hourly rate agreed upon in advance for any and all change orders.
- **Provide a minimum 2 year warranty on parts and labor**

**A contractor walk through will be made available and conducted on February 8<sup>th</sup>, 2016 at 9:00 AM. The walk through will begin at the Woonsocket Police Department, 242 Clinton Street, Woonsocket, RI 02895.**

**Questions should be directed to captain Todd A. Boisvert at 401-767-8832, or email at [tboisvert@woonsocketri.org](mailto:tboisvert@woonsocketri.org)**

Proposal Submitted By:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City / State: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

By: (Person) \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone # (\_\_\_\_\_) \_\_\_\_\_

Fax # (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_