



CITY OF WOONSOCKET, RHODE ISLAND

INVITATION TO BID FOR:

*“PURCHASE OF GRAVEL AND FILL – CASS PARK - BID# 6170
from the Woonsocket Department of Public Works”*

The City of Woonsocket, RI is seeking bids from parties interested in purchasing the remaining quantities of gravel and fill materials offered by the City at a fixed unit price. The City is offering the materials at the rates of seven dollars (\$7.00) per cubic yard for gravel, six dollars (\$6.00) per cubic yard for 3” minus fill, and five dollars (\$5.00) per cubic yard for common borrow. 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 Thursday September 28, 2023, and then publicly opened and read aloud in the 2nd Floor Conference Room, City Hall, 169 Main Street, Woonsocket, Rhode Island.

EACH BID SHOULD BE CLEARLY MARKED ON THE OUTSIDE OF THE ENVELOPE: “PURCHASE OF GRAVEL AND FILL – CASS PARK, Bid No. 6170”

Bid security in the form of a certified or bank cashier’s or treasurer’s check in the amount of Ten Thousand Dollars (\$10,000) payable to the City of Woonsocket must accompany each proposal. The check will be returned to all but the successful bidders upon execution of the contract. The check of the successful bidder will be applied to future invoices by the City.

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.

Responses will be evaluated based on the relative merits of the bid in addition to the price. 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.

Bid documents are available at the Finance Department, Office of Purchasing, City of Woonsocket, 169 Main Street, Woonsocket, Rhode Island between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, and on the City’s website, www.woonsocketri.org, under the Bids/RFP tab on the main page.

Contract expires: June 30, 2024

Published: September 14, 2023

Cindy Johnston, 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. Bids/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.

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 and 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.

Materials to be submitted with this bid shall include:

- Price Proposal Form with all blank spaces filled in and signed by the proposer.
- Bid Security in the form of a certified or bank cashier's or treasurer's check in the amount of Ten Thousand Dollars (\$10,000) payable to the City of Woonsocket.
- Evidence such as financial statements that sufficiently illustrate the financial health of the proposer and ability to meet the financial obligations of the proposal.

7. INVESTIGATION BY THE BIDDER:

Bidders are welcome to make any such investigations as necessary to become familiar and comfortable with the subject of the bid. Investigations may include test pits, taking of samples, or other such procedures. Bidders shall be allowed all access to the site upon prior permission being granted by the City. To schedule a site visit, please contact Jon Pratt, P.E., City Engineer at (401) 767-9220 or email jpratt@woonsocketri.org. Bidders will be assumed to be familiar with the site and to have read and be thoroughly familiar with this RFP and all materials when submitting a bid.

8. ADDENDA AND INTERPRETATIONS:

No interpretation of the meaning of the specifications or other documents will be made to any bidder orally. Every request for such interpretation must be made in writing and

addressed to the purchasing agent, City of Woonsocket, 169 Main Street, Woonsocket, Rhode Island 02895.

To be given consideration, all inquiries must be received by the date and time as noted in the solicitation. If no date is provided in the solicitation, the City will gather any inquiries received and will collectively respond to and publish those responses no later than seven (7) calendar days prior to the date of the bid opening.

Any and all such inquiries, corrections, interpretations, and any supplemental instructions will be in the form of written addenda. All addenda will be posted, at a minimum, on the City's website, in the "Bid Opportunities" section, beneath the specific corresponding solicitation. All addenda become part of the specification document from their effective dates.

It is the bidder's responsibility to check for and download any and all posted addenda up to the bid opening date and time.

Each bidder must ascertain, prior to submitting their Proposal that they have received all addenda issued and must acknowledge the receipt in their submitted Proposal.

No addenda will be posted later than four(4) calendar days prior to bid opening date except for an addendum, if necessary, postponing the opening date or the withdrawal of the solicitation.

Any written or oral instructions concerning a solicitation, unless supported by an addendum, regardless of the source of that information, is non-binding, should not be relied upon and is not considered part of the specification documents.

In the event there is a discrepancy between verbal communication and written communication, the written communication will govern. for such purpose), not later than 48 hours prior to the date fixed for the opening of the bids (unless such addendum postpones the opening of bids). Failure of a 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.

9. Bidder must comply with all State Labor Laws for Public Works projects.
10. The successful bidder must have all current taxes paid which are owed to the City of Woonsocket.

**CITY OF WOONSOCKET
RHODE ISLAND
FINANCE DEPARTMENT**

CONTRACT DOCUMENTS

For

“PURCHASE OF GRAVEL AND FILL – CASS PARK”

DEPARTMENT OF PUBLIC WORKS

September.....2023

**CITY OF WOONSOCKET
RHODE ISLAND
FINANCE DEPARTMENT**

PURCHASE OF GRAVEL AND FILL – CASS PARK

TECHNICAL SPECIFICATIONS

SECTION 1

GENERAL PROVISIONS:

The City of Woonsocket, RI (City) has identified a large deposit of sand and gravel (approximately 300,000 cubic yards) located on 7.75 acres within the City-owned Cass Park on Cass Avenue. Most of the material has been removed under previous agreements. According to engineering reports there are approximately 200,000 cubic yards of various materials remaining. The purpose of this invitation to bid is to solicit responses from qualified parties interested in purchasing the remaining gravel and fill from the City. The intent is that the successful bidders would commit to purchasing the materials received from the site, loaded into their trucks by the city, and recorded for billing purposes. The City will accept no less than seven dollars (\$7.00) per cubic yard for gravel, six dollars (\$6.00) per cubic yard for 3” minus fill, and five dollars (\$5.00) per cubic yard for common borrow.

Wherever in this agreement the word ‘Engineer’ is used, it shall be and is mutually understood to refer to the City Engineer of the City of Woonsocket, acting either directly or through any assistant having general charge of the work, or through any assistant or inspector having immediate charge of the work, or through any assistant or inspector having immediate charge of a portion thereof, limited by the duties entrusted to them.

Whenever the word ‘Contractor’ is used herein, it shall be and is mutually understood to refer to the party or parties of the second part to this agreement, or the legal representative of said party or parties.

The quantities bid shall include the total amount of material to be received by the bidder in their trucks at the site in Woonsocket. The City will not be responsible for the transportation of any material. The Director of Public Works shall determine what material conforms to each classification.

The successful bidder must be prepared to receive the gravel and fill from the site within 30 calendar days of a Notice of Award. Material extraction will be completed no later than July 1, 2024, so construction of the new facility may begin. The City reserves the right to cease material removal at any time.

Work hours will be from 7 am to 3 pm Monday through Friday. Hours may be adjusted by the City, with proper notice given, at any point and for any reason. The site shall be completely secured at the end of each workday.

Access to the site will be provided from Cumberland Hill Road. The Contractor must check with the City in advance to determine where trucks will be loaded. The City may order adjustments to access points and routes at any time during the project.

SECTION 2

TECHNICAL:

Any deviations from the original specifications shall be noted by the bidder.

SECTION 3

INSURANCE REQUIREMENTS:

The successful bidder shall furnish to the City, prior to delivery of any materials, certificates of minimum insurance as listed below. These certificates shall contain a provision that the insurance company will notify the certificate holder, by registered mail, at least fifteen (15) days in advance of any cancellation or material change.

Worker's Compensation	\$100,000	bodily injury by accident - each accident
	\$100,000	bodily injury by disease - each employee
	\$100,000	bodily injury by disease – policy limit
Automobile Liability	\$1,000,000	Combined Single Limit
General Liability	\$1,000,000	per occurrence
	\$2,000,000	aggregate

SECTION 4

BOND REQUIREMENTS:

The successful bidder shall furnish to the City, prior to delivery of any materials, a Payment Bond in an amount equal to 100% of the total bid amount. The bond shall be in a form satisfactory to the City and must be approved by the City prior to the release of any materials. The bond shall contain a provision that the issuing company will notify the bond holder, by registered mail, at least fifteen (15) days in advance of any cancellation or material change.

SECTION 5

METHOD OF PAYMENT:

The City shall provide equipment to load the materials and each load shall be logged by the City. At the time of removal of the material, the City and the Contractor shall agree on the amount and acknowledge the amount in writing. The City will provide the Contractor with an invoice for each and every load monthly. Payment shall be made by the Contractor within thirty (30) calendar days after receipt of an invoice. The City reserves the right to terminate the contract at any time for nonpayment.

**CITY OF WOONSOCKET
RHODE ISLAND
FINANCE DEPARTMENT
BID PROPOSAL**

PURCHASE OF GRAVEL AND FILL – CASS PARK

Item 1: For Gravel, picked up, the Bidder proposes purchasing:

_____ Cubic Yards. (_____CY)
(Amount in Words)

Total price bid based on quantity @ \$7.00/CY:

_____ dollars. (\$_____)

Item 2: For 3” Minus Fill, picked up, the Bidder proposes purchasing:

_____ Cubic Yards. (_____CY)
(Amount in Words)

Total price bid based on quantity @ \$6.00/CY:

_____ dollars. (\$_____)

Item 3: For Common Borrow, picked up, the Bidder proposes purchasing:

_____ Cubic Yards. (_____CY)
(Amount in Words)

Total price bid based on quantity @ \$5.00/CY:

_____ dollars. (\$_____)

The undersigned bidder declares that this proposal is made without connection with any other person(s) making proposals for the same material and is in all respects fair and without collusion or fraud; and that, except in the normal discharge of his/her duties, no person acting for or employed by the City of Woonsocket is directly or indirectly interested therein, or in the work to which it relates or in any of the profits thereof and that the Specifications and Contract Agreement have been carefully examined.

PROPOSAL SUBMITTED BY:

Company: _____

Address: _____

By (Printed Name): _____

Signed: _____

Phone: _____

Email: _____