

State of Rhode Island and Providence Plantations Contract Offer
RIVIP BIDDER CERTIFICATION COVER FORM

SECTION 1 - VENDOR INFORMATION

Bid/RFPNumber: 7548421A2
Bid/RFP Title: PRIMARY ELECTRICAL SERVICES UPGRADE - PHASE 1 - RIC - ADDENDUM 2 (156 PGS)

Opening Date & Time: 2/24/2014 11:30 AM

RIVIP Vendor ID #: 496

Vendor Name: Robert F. Audet, Inc.
Address: 2883 South County Trail
East Greenwich , RI 02818
USA

Telephone: (401) 884-3310
Fax: (401) 884-3316
E-Mail: lley@rfaudet.com

Contact Person: John Miguel
Title: Vice President
R.I. Foreign Corp #:

NOTICE TO VENDORS

Each bid proposal for a *public works project* must include a "public copy" to be available for public inspection upon the opening of bids. **Bid proposals that do not include a copy for public inspection will be deemed nonresponsive.** For further information on how to comply with this statutory requirement, see R. I. Gen. Laws §§ 37-2-18(b) and (j). Also see Procurement Regulation 5.11, and in addition, for highway and bridge projects, also see Procurement Regulation 5.13, accessible at www.purchasing.ri.gov.

NOTE: AWARD OF CONTRACTS AND PURCHASE ORDERS SHALL BE SUBJECT, AT THE DISCRETION OF THE PURCHASING AGENT, TO THE OFFEROR COMPLETING AN ON-LINE RIVIP REGISTRATION at www.purchasing.ri.gov. It is THE RESPONSIBILITY OF THE VENDOR to make on-line corrections/updates using the Vendor maintenance program on the RI Division of Purchases Web Site.

SECTION 2 – REQUIREMENTS

ALL OFFERS ARE SUBJECT TO THE REQUIREMENTS, PROVISIONS AND PROCEDURES CONTAINED IN THIS CERTIFICATION FORM. Offerors are expected to READ, SIGN and COMPLY WITH all requirements. Failure to do so may be grounds for disqualification of the offer contained herein.

Section 2.1 - RULES FOR SUBMITTING OFFERS

2.1A. This CERTIFICATION FORM MUST BE ATTACHED IN ITS ENTIRETY TO THE FRONT OF THE OFFER and shall be considered an integral part of each offer made by a vendor to enter into a contract with the State of Rhode Island, Division of Purchases. As such, submittal of the entire Bidder Certification Cover Form, signed by a duly authorized representative of the offeror attesting that he/she (1) has read and agrees to comply with the requirements set forth herein and (2) to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award.

To assure that offers are considered on time, each offer must be submitted with the specific Bid/RFP/LOI number (provided above) and the date and time of opening marked in the upper left hand corner of envelope. Each bid/offer must be submitted in separate sealed envelopes.

A complete, signed (in ink) offer package must be delivered to the Division of Purchases (via any mail or messenger service) by the time and date specified for the opening of responses in a sealed envelope.

Bids must be submitted on the RI bid solicitation forms provided, indicating brand and part numbers of items offered, as appropriate. Bidders must submit detailed cuts and specs on items offered as equivalent to brands requested WITH THE OFFER. Bidders must be able to submit samples if requested. Mail To: Division of Purchases, One Capitol Hill, Second Floor, Providence, RI 02908-5855.

Documents misdirected to other State locations or which are not present in the Division of Purchases at the time of opening for whatever cause will be deemed to be 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 Division of Purchases. Postmarks shall not be considered proof of timely submission.

2.1B. RIVIP SOLICITATIONS. To assure maximum access opportunities for users, public bid/RFP solicitations shall be posted on the RIVIP for a minimum of seven days and no amendments shall be made within the last five days before the date an offer is due. Except when access to the Web Site has been severely curtailed and it is determined by the State Purchasing Agent that special circumstances preclude extending a solicitation due date, requests to mail or fax hard copies of solicitations will not be honored. When the result of an Internet solicitation is unsuccessful, the State of Rhode Island will cancel the original solicitation and resolicit the original offer directly from vendors.

2.2. PRICING. Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation) and may not be withdrawn, except with the express permission of the State Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. The State of Rhode Island is exempt from Federal excise taxes and State Sales and Use Taxes. Such taxes shall not be included in the bid price. PRICES QUOTED ARE FOB DESTINATION.

2.3. DELIVERY and PRODUCT QUALITY. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. The contractor will be responsible for delivery of materials in first class condition. Rejected materials will be at vendor's expense.

2.4. PREVAILING WAGE, OSHA SAFETY TRAINING, and APPRENTICESHIP REQUIREMENTS.

Bidders must comply with the provisions of the Rhode Island labor laws, including R. I. Gen. Laws §§ 37-13-1 *et seq.* and occupational safety laws, including R. I. Gen. Laws §§ 28-20-1 *et seq.* These laws mandate for public works construction projects the payment of prevailing wage rates, the implementation and maintenance of occupational safety standards, and for projects with a minimum value of \$1 Million, the employment of apprentices. The successful Bidder must submit certifications of compliance with these laws from each of its subcontractors prior to their commencement of any work. Prevailing wage rates, apprenticeship requirements, and other workforce and safety regulations are accessible at www.dlt.ri.gov.

2.5. PUBLIC RECORDS. Offerors are advised that all materials submitted to the State for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the Rhode Island General Laws, and will be released for inspection immediately upon request once an award has been made. Offerors are encouraged to attend public bid/RFP openings to obtain information; however, bid/RFP response summaries may be reviewed after award(s) have been made by using the RIVIP at any time or appearing in person at the Division of Purchases Mondays through Fridays between 8:30 a.m. and 3:30 p.m. Telephone requests for results will not be honored. Written requests for results will only be honored if the information is not available on the RIVIP.

SECTION 3 - AWARD DETERMINATION

Award will be made to the responsive and responsible offeror quoting the lowest net price in accordance with specifications, for any individual item(s), for major groupings of items, or for all items listed, at the State's sole option.

3.1. BID SURETY. Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Bids submitted without a required bid surety will not be considered.

3.2. SPECIFICATIONS. Unless specified "no substitute," product offerings equivalent in quality and performance will be considered (at the sole option of the State) on the condition that the offer is accompanied by detailed product specifications. Offers which fail to include alternate specifications may be deemed nonresponsive.

SECTION 4 – CONTRACT PROVISIONS

4.1. VENDOR AUTHORIZATION TO PROCEED.

4.1A. When a purchase order, change order, contract/agreement or contract/agreement amendment is issued by the RI Division of Purchases, no claim for payment for services rendered or goods delivered contrary to or in excess of the contract terms and scope shall be considered valid unless the vendor has obtained a written change order or contract amendment issued by the Division of Purchases PRIOR TO delivery.

4.1B. Any offer, whether in response to a solicitation for proposals or bids, or made without a solicitation, which is accepted in the form of an order OR Pricing Agreement made in writing by the Purchasing Agent, or a state official with purchasing authority delegated by the Purchasing Agent, shall be considered a binding contract.

4.2. REGULATIONS, GENERAL TERMS AND CONDITIONS GOVERNING STATE CONTRACTS. This solicitation and any contract or purchase order arising from it are issued in accordance with the specific requirements described herein, and the State's Purchasing Laws and Regulations and other applicable State Laws. The Regulations, General Terms and Conditions are incorporated into all state contracts. These regulations and basic information on How To Do Business with the State of Rhode Island are posted on the Rhode Island Vendor Information Program Website (www.purchasing.ri.gov).

4.2A. ARRA SUPPLEMENTAL TERMS AND CONDITIONS. Contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards, shall be subject to the Supplemental Terms and Conditions For Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at www.purchasing.ri.gov.

4.3. EQUAL EMPLOYMENT OPPORTUNITY. Compliance certificate and agreement procedures will apply to all awards for supplies or services valued at \$10,000 and more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1, of the Rhode Island General Laws, also apply.

4.4. PERFORMANCE BONDS. Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island. Performance bonds must be submitted within 21 calendar days of the issuance of a tentative notice of award.

4.5. DEFAULT and NON-COMPLIANCE. Default and/or non-compliance with the RIVIP requirements and any other aspects of the award may result in withholding of payment(s), contract termination, debarment, suspension, or any other remedy necessary that is in the best interest of the state.

4.6. COMPLIANCE. Vendor must comply with all applicable federal, state and local laws, regulations and ordinances.

4.7. SPRINKLER IMPAIRMENT AND HOT WORK. The Contractor agrees to comply with the practices of the State's insurance carrier for sprinkler impairment and hot work. Prior to performing any work, the Contractor shall obtain the necessary information for compliance from the Risk Management Office at the Department of Administration or the agency for which work will be performed.

SECTION 5 – CERTIFICATIONS AND DISCLOSURES ALL CONTRACT AWARDS ARE SUBJECT TO THE FOLLOWING DISCLOSURES & CERTIFICATIONS

Offerors must respond to every disclosure statement.

A person authorized to enter into contracts must sign the offer and attest to the accuracy of all statements.

Indicate Yes (Y) or No (N):

 N 1. State whether your company, or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has been subject to suspension or debarment by any federal, state, or municipal government agency, or the subject of criminal prosecution, or convicted of a criminal offense within the previous five (5) years. If so, then provide details below.

 N 2. State whether your company, or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has had any contracts with a federal, state or municipal government agency terminated for any reason within the previous five (5) years. If so, then provide details below.

 N 3. State whether your company or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has been fined more than \$5000 for violation(s) of Rhode Island environmental laws by the Rhode Island Department of Environmental Management within the previous five (5) years. If so, then provide details below.

 Y 4. I/we certify that I/we will immediately disclose, in writing, to the Chief Purchasing Officer any potential conflict of interest, which may occur during the course of the engagement authorized pursuant to this contract.

 Y 5. I/we acknowledge that, in accordance with Chapter 37-2-54(c) of the Rhode Island General Laws "no purchase or contract shall be binding on the state or any agency thereof unless approved by the Department [of Administration] or made under general regulations which the Chief Purchasing Officer may prescribe", including change orders and other types of contracts and under State Purchasing Regulation 8.2.1.1.2, "any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state".

 Y 6. I/we certify that I/we or my/our firm possesses all licenses required by Federal and State laws and regulations as they pertain to the requirements of the solicitation and offer made herein and shall maintain such required license(s) during the entire course of the contract resulting from the offer contained herein and should my/our license lapse or be suspended, I/we shall immediately inform the Rhode Island State Purchasing Agent in writing of such circumstance.

 Y 7. I/we certify that I/we will maintain required insurance during the entire course of the contract resulting from the offer contained herein and should my/our insurance lapse or be suspended, I/we shall immediately inform the Rhode Island State Purchasing Agent in writing of such circumstance.

 Y 8. I/we certify that I/we understand that falsification of any information herein or failure to notify the Rhode Island State Purchasing Agent as certified herein may be grounds for suspension, debarment and/or prosecution for fraud.

 Y 9. I/we acknowledge that the provisions and procedures set forth in this form apply to any contract arising from this offer.

 Y 10. I/we acknowledge that I/we understand the State's Purchasing Laws (37-2 of the General Laws of Rhode Island) and Purchasing Regulations and General Terms and Conditions available at the Rhode Island Division of Purchases Website (www.purchasing.ri.gov) apply as the governing conditions for any contract or purchase order I/we may receive from the State of Rhode Island, including the offer contained herein.

 Y 11. I/we certify that the bidder: (i) is not identified on the General Treasurer's list, created pursuant to R.I. Gen. Laws § 37-2.5-3, as a person or entity engaging in investment activities in Iran described in § 37-2.5-2(b); and (ii) is not engaging in any such investment activities in Iran.

 Y 12. I/we certify that the above vendor information is correct and complete.

DOCUMENT 00410 - BID FORM

Date: February 13, 2014

To: Rhode Island College
Purchasing Office
600 Mount Pleasant Avenue
Providence, RI 02908-1991

Project: Primary Electrical Service Upgrades - Phase 1
Rhode Island College, Providence, Rhode Island

Submitted by: Robert F. Audet, Inc.
(include address, tel. & FAX nos., and license no. if applicable)
2883 South County Trail
East Greenwich, RI 02818

1. BID

Having examined the Place of The Work and all matters referred to in the Bid Documents and in the Contract Documents prepared by RDK Engineers for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

One million, five hundred twenty thousand dollars (\$ 1,520,000.00)
(written, and numerically)

- We have included the specified Allowances from Section 01200 in Division 1 of the Specifications in the above Bid sum as follows:

Insert Allowance name	Power Company	\$Amount	<u>\$5,000.00</u>
Insert Allowance name	Charge	\$Amount	_____
Total Allowances		\$Amount	_____

- We have included the required Bid security in the above Bid Sum. We have included 100% Payment and Performance Bonds in the above Bid Sum.
- We have included the original Bid and required additional "public copy" if required by Document 00210 – Supplemental Instructions to Bidders.

2. ALTERNATES

We propose to modify the above Bid Sum by the following amount(s) as identified by (a) numbered Alternative(s) specified in Section 01200 of the Specifications, and as may be selected by the Owner:

Add Alternate No. N/A Name of Alternate

Add: N/A (\$ _____)

3. UNIT PRICES

Per Section 01200, provide unit prices/SF or each as noted for the following items:

Name of Unit Price - _____	(\$ _____ /SF)		
Cutting and Disposing Isolated Trees	EACH	\$500.00	(\$ _____ /SF)
Portland Cement Concrete Sidewalk	SY	\$100.00	(\$ _____ /SF)
Bituminous Sidewalk	SY	\$150.00	(\$ _____ /SF)
Bituminous Curbing	LF	\$12.00	(\$ _____ /SF)
Remove and Reset Precast Concrete Curb	LF	\$30.00	(\$ _____ /SF)
Remove and Reset Modular Block Wall	SF	\$35.00	(\$ _____ /SF)
Test Pit	EA	\$1,500.00	(\$ _____ /SF)
Loam and Seed	SY	\$10.00	(\$ _____ /SF)
Sawcut	SF	\$5.00	(\$ _____ /SF)
Permanent Pavement Restoration	SY	\$130.00	(\$ _____ /SF)
Bituminous Berm	LF	\$12.00	(\$ _____ /SF)
Bituminous Curb	LF	\$12.00	(\$ _____ /SF)
Rock Removal (Trench)	CY	\$250.00	(\$ _____ /SF)
Loading, transportation & disposal of soil as daily cover at RIRRC or other landfill/disposal facility		\$45.00	(\$ _____ /Ton)
Loading, transportation, & disposal of soil as solid waste soil at RIRRC or other landfill/disposal facility		\$95.00	(\$ _____ /Ton)
Loading, transportation, and disposal of soil as hazardous waste soil		\$200.00	(\$ _____ /Ton)
<u>Electrical:</u>			
Furnish and install one (1) manhole.		\$7,800.00	(\$ _____ /SF)
Furnish and install one (1) handhole.		\$3,900.00	(\$ _____ /SF)
Furnish and install one (1) 10 LF of each ductbank section with accessories (including cable).		\$1,600.00	(\$ _____ /SF)
Furnish and install one (1) pole and associated site lighting.		\$5,200.00	(\$ _____ /SF)

4. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for sixty days from the bid closing date. If this bid is accepted by the Owner within the time period stated above, we will:

- Proceed under the Agreement, subject to compliance with required State regulatory agency approvals as described in the Bid Documents.
- Furnish the required bonds in compliance with amended provisions of the Instructions to Bidders.
- Commence work within seven days after receipt of a Purchase Order from RIC Purchasing.

If this bid is accepted within the time stated, and we fail to commence the Work, or we fail to provide the required Bonds, the security deposit shall be forfeited to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

5. CONTRACT TIME

If this bid is accepted, Substantial Completion of the Work shall be achieved no later than August 31, 2014. We have included all premium time or additional staffing required to accommodate this schedule.

The transformer and switchgear will be delivered on or before August 11, 2014. If this date is not met, the substantial completion date will be adjusted by Owner accordingly.

Substation area must be ready to receive transformer and switchgear no later than July 14, 2014.

Transformer and switchgear equipment installation must be completed within 21 calendar days of receipt of the equipment.

Completion of all conduit and duct bank by July 20, 2014.

Completion of all cable pulls by July 22, 2014.

6. LIQUIDATED DAMAGES

Time is of the Essence: If we fail to achieve certification of Substantial Completion at the expiration of the agreed upon Contract Time indicated above, we acknowledge that we will be assessed Liquidated Damages for each calendar day the project continues to be in default of Substantial Completion, as follows:

\$1,000.00 per calendar day.

7. REQUIREMENT FOR LICENSE NUMBER

In compliance with the requirements of Rhode Island General Law, Section 5-65-23, my Rhode Island license number for the work to be performed by this firm as prime contractor is:

LICENSE NUMBER: AC004713

32696

8. BID FORM SIGNATURE(S)

Robert F. Audet, Inc.

(Bidder's name)

By:

Title: John Miguel, Vice President

Corporate Seal:

END OF DOCUMENT

Attachment A – 01200

A. Allowances

1. *(List and describe allowances.)*

B. Unit Prices

Cutting and Disposing Isolated Trees	EACH	\$500.00	(\$ /SF)
Portland Cement Concrete Sidewalk	SY	\$100.00	(\$ /SF)
Bituminous Sidewalk	SY	\$150.00	(\$ /SF)
Bituminous Curbing	LF	\$12.00	(\$ /SF)
Remove and Reset Precast Concrete Curb	LF	\$30.00	(\$ /SF)
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Bituminous Curb	LF	\$12.00	(\$ /SF)
Rock Removal (Trench)	CY	\$250.00	(\$ /SF)
Loading, transportation & disposal of soil as daily cover at RIRRC or other landfill/disposal facility		\$45.00	(\$ /Ton)
Loading, transportation, & disposal of soil as solid waste soil at RIRRC or other landfill/disposal facility		\$95.00	(\$ /Ton)
Loading, transportation, and disposal of soil as hazardous waste soil		\$200.00	(\$ /Ton)
<u>Electrical:</u>			
Furnish and install one (1) manhole.		\$7,800.00	(\$ /SF)
Furnish and install one (1) handhole.		\$3,900.00	(\$ /SF)
Furnish and install one (1) 10 LF of each ductbank section with accessories (including cable).		\$1,600.00	(\$ /SF)
Furnish and install one (1) pole and associated site lighting.		\$5,200.00	(\$ /SF)

C. Alternates

1. Site Civil ADD Alternates

Note: Costs for these services are to be provided based upon the assumption that characterizing/sampling soils and preparation and submittal of landfill/disposal facility acceptance paperwork to be completed by the Environmental Professional.

- a. Loading, transportation, and disposal of 100 Tons of soil as daily cover at the Rhode Island Resource and Recovery Corporation (or other licensed properly landfill/disposal facility); \$ 4,500.00
- b. Loading, transportation, and disposal of 100 Tons of soil as solid waste soil at the Rhode Island Resource and Recovery Corporation (or other properly licensed landfill/disposal facility); \$ 9,500.00
- c. Loading, transportation, and disposal of 100 Tons of soil as hazardous waste soil at a properly licensed disposal facility; \$ 20,000.00

D. Payroll Reporting

1. Forms for the submission of Certified Payroll Records may be found from the Rhode Island [Prevailing Wage Website](#) in either PDF or Excel formats. These forms must be used on monthly submittals.
2. Identify MBE/DBE subcontractors and hours worked in a format acceptable to RIC.
3. A Minority Utilization Report for minority subcontractors must be included. Use the form provided as Attachment B.

E. Warranty Inspection Retainage

1. One-half of one percent of the cost of the Work will be retained from Final Payment for this purpose.

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we **ROBERT F. AUDET, INC.**, of 2883 South County Trail, East Greenwich, Rhode Island

as Principal, hereinafter called the Principal, and **HARTFORD CASUALTY INSURANCE COMPANY** a corporation duly organized under the laws of the State of Indiana

as Surety, hereinafter called the Surety, are held and firmly bound unto **STATE OF RHODE ISLAND, DIVISION OF PURCHASING, One Capitol Hill, 2nd Floor, Providence, Rhode Island**

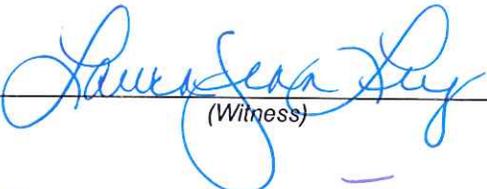
as Obligee, hereinafter called the Obligee, in the sum of **Five Percent of the Amount of the Attached Bid** Dollars **(5% of Bid)**,

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

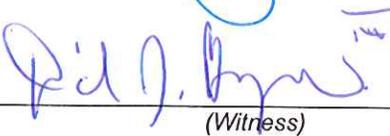
WHEREAS, the Principal has submitted a bid for **7548421 Primary Electrical Service Upgrade – Phase 1 – Rhode Island College**

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 24th day of February, 2014.

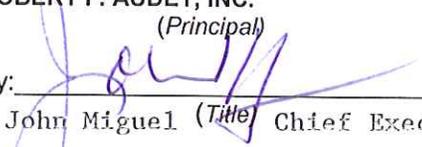


(Witness)



(Witness)

ROBERT F. AUDET, INC.
(Principal) (Seal)

By: 
John Miguel (Title) Chief Executive Officer

HARTFORD CASUALTY INSURANCE COMPANY
(Surety) (Seal)

By: 
Denise A. Chianese (Title) Attorney-in-Fact

POWER OF ATTORNEY

Direct Inquiries/Claims to:
THE HARTFORD
 Bond T-4
 One Hartford Plaza
 Hartford, Connecticut 06155
 call: 888-266-3488 or fax: 860-757-5835
 Agency Code: 08 089016

KNOW ALL PERSONS BY THESE PRESENTS THAT:

- Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, up to the amount of UNLIMITED

FRED R. TRIPP, ANDREW FOTOPULOS, DAVID J. BYRNE III, CHARLES A BYRNE, DENISE A. CHIANESE OF EAST PROVIDENCE, RHODE ISLAND

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on August 1, 2009, the Companies have caused these presents to be signed by its Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



Wesley W. Cowling

Wesley W. Cowling, Assistant Secretary

M. Ross Fisher

M. Ross Fisher, Vice President

STATE OF CONNECTICUT }
 COUNTY OF HARTFORD } ss. Hartford

On this 12th day of July, 2012, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

Kathleen T. Maynard

Kathleen T. Maynard
 Notary Public
 My Commission Expires July 31, 2016

I, the undersigned, Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of February 24, 2014
 Signed and sealed at the City of Hartford.



Gary W. Slumper

Gary W. Slumper, Vice President



**RI Department of Labor and Training
Workforce Regulation and Safety Division
Professional Regulation - Prevailing Wage**

General Contractor Apprenticeship Certification Form

This form **MUST** be completed and submitted at the time of bidding and is available on the Department of Labor and Training's Website at www.dlt.ri.gov, under Workforce Regulation and Safety, Prevailing Wage, Publications and Forms.

Bid/RFP Number: 7548421

Bid/RFP Title: Primary Electrical Service Upgrade - Phase 1 - RIC

RIVIP Vendor ID#: 496

Vendor Name: Robert F. Audet, Inc

Address: 2883 South County Trail, East Greenwich, RI 02818

Telephone: 401 884-3310

Fax: 401 884-3316

E-Mail: lkent@rfaudet.com

Contact Person and Title: Lynn P. Kent, Treasurer

Robert F. Audet, Inc., 2883 South County Trail, East Greenwich, RI (Company Name & Address) (hereafter "bidder") hereby certifies that bidder meets the general contractor apprenticeship requirements of R. I. Gen. Laws § 37- 13- 3.1 because bidder meets one of the following qualifications (check):

- A. Bidder sponsors a current and duly approved Rhode Island Department of Labor and Training Apprenticeship Program and currently employs at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing on the contract (attach apprenticeship program standards and apprenticeship agreement);
- B. Bidder sponsors a current and duly registered Rhode Island Department of Labor and Training reciprocal apprenticeship program pursuant to R. I. Gen. Laws § 28-45-16 and currently employs at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach apprenticeship program standards, apprenticeship agreement and Rhode Island Department of Labor and Training Reciprocal Apprenticeship Program Approval);

- C. _____ Bidder has entered into a current collective bargaining agreement with a duly approved Rhode Island Department of Labor and Training Apprenticeship Program sponsor and, pursuant to the terms of the collective bargaining agreement, will employ at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach relevant section of collective bargaining agreement and signature page);
- D. _____ Bidder has entered into a current labor agreement with a duly approved Rhode Island Department of Labor and Training Apprenticeship Program sponsor and, pursuant to the terms of the labor agreement, will employ at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach relevant section of labor agreement and signature page);
- E. _____ Bidder will not perform work on the awarded contract except through subcontractors (non performance);
- F. _____ Bidder has received approval from the Rhode Island Department of Labor and Training that it satisfies the general contractor requirements of R. I. Gen. Laws §37-13-3.1 for purposes of a particular bid (attach Rhode Island Department of Labor and Training correspondence).

Lynn P. Kent, Treasurer 02/24/2014

Printed Name and Title of Authorized Representative Date


Signature of Authorized Representative



STANDARDS OF APPRENTICESHIP

For the Trade(s)	Term(s)
<i>Electrician</i>	<i>8000 Hours</i>

FORMULATED
BY

Robert F. Audet, Inc.
TRAINING PROGRAM SPONSOR

2883 South County Trail, East Greenwich, RI 02818
ADDRESS

WITH THE ASSISTANCE
of the
State of Rhode Island
Apprenticeship Council

Department of Labor
220 Elmwood Avenue
Providence, Rhode Island 02907

FOREWORD

It has been recognized by this sponsor that to train skilled mechanics there must be a well developed plan of work experience supplemented with related instruction. This recognition has resulted in the development of this Apprenticeship Program in accordance with the Standards of Apprenticeship as recommended by the Rhode Island State Apprenticeship Council Department of Labor.

It is the desire of this sponsor to cooperate with the Rhode Island State Apprenticeship Council in the training of apprentices and to assure said apprentices that if they will diligently apply themselves to the learning of a trade, they will be afforded an opportunity to become a skilled craftsworker.

DEFINITIONS

"APPRENTICE" shall mean a person who has agreed, and signed an apprentice agreement, with the employer to acquire the trade as outlined in these Standards.

"EMPLOYER" shall mean Training Program Sponsor as identified on page 1 (Cover Sheet).

"APPROVING AGENCY" shall mean State of Rhode Island Apprenticeship Council, Department of Labor.

"SUPERVISOR OF APPRENTICES" shall mean the person designated to perform the duties as outlined in these Standards.

"APPRENTICESHIP AGREEMENT" shall mean a written agreement between the employer and the person employed as an apprentice, which agreement shall be signed by the employer and the apprentice, and if the apprentice is a minor, by the parent or guardian. Every agreement shall be approved by and filed with the Rhode Island Apprenticeship Council Department of Labor.

"PARTIES TO THE APPRENTICE AGREEMENT" shall mean the apprentice and the parent or guardian, if the apprentice is a minor, and a duly authorized representative of the company, each of whom shall sign the agreement.

"STANDARDS OF APPRENTICESHIP" shall mean this entire document, including these definitions.

SECTION I. TERM OF APPRENTICESHIP

The term of apprenticeship in the Designated Trade shall be as noted on Page 1 (Cover Sheet) of these Standards, each year of which shall consist of 2000 hours of work experience and approximately 144 hours of instruction in related subjects.

SECTION II. PROBATIONARY PERIOD

The first 1000 hours or six months of employment for the apprentice, shall be a probationary period. During this probationary period the agreement may be cancelled by either party to the agreement by notifying the other. The Approving Agency shall be notified of all such cancellations.

In the event either party desires to cancel the agreement after the probationary period, the approving Agency shall be notified with the reasons therefore and requested to cancel the agreement.

SECTION III. CREDIT FOR PREVIOUS EXPERIENCE

Applicants who have previous training in the trade may receive such credit as the employer decides after checking the records of such training. Apprentices granted credit shall receive the wage of the period to which the credit advances them.

SECTION IV. CONTINUOUS EMPLOYMENT

The employer intends and expects to give the apprentice continuous employment and will use its best efforts to keep the apprentice employed during the full term of apprenticeship.

If any apprentice is temporarily released due to business conditions, that apprentice shall be given the opportunity to be reinstated before any additional apprentice is employed in the same trade.

SECTION V. SUPERVISION OF APPRENTICES

The Apprentice shall be under the general supervision of the journeyman with whom the apprentice will work, and the direct supervision of the Employer or Master Supervisor whose duty it shall be to see that the Apprentice receives the work experience outlined in these Standards.

SECTION VI. PERIODIC EXAMINATION

The apprentice shall be given an examination before each period of advancement by his supervisor to determine his progress.

SECTION VII. RATIO OF APPRENTICES

The number of Apprentices to be employed shall not exceed one apprentice for every five journeyman regularly employed, or fraction thereof, except that the number of apprentices may be changed as agreed to between the employer and the Approving Agency, as per the Regulations for Apprenticeship Programs.

SECTION VIII. APPRENTICE AGREEMENT

Each apprentice, and if a minor, the parent or guardian, shall sign an apprentice agreement on the form attached to and made part of these Standards. The agreement shall also be signed by the employer and approved by and filed with the Approving Agency. All parties to the agreement shall receive an approved copy of the agreement. Each applicant will be given a copy of these Standards and an opportunity to read them before signing the apprentice agreement.

SECTION IX. APPRENTICE QUALIFICATIONS

To be considered for apprentice training each applicant must meet the following requirements:

Age: Not under 16 years of age.

Physical: Physically capable of performing the work of the trade.

Education: A graduate of a HIGH .. school or its equivalent.

Selection: The recruitment, selection, employment, and training of apprentices during their apprenticeship, shall be without discrimination because of race, color, religion, national origin, or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required by existing State and Federal regulations and statutes.

SECTION X. HOURS OF WORK

Apprentices shall work the same hours and be subject to the same conditions regarding over-time as govern journeyperson in the trade, employed by the company. Overtime hours worked will be credited toward completion of apprenticeship for the actual hours worked.

SECTION XI. WAGES

Apprentices shall be paid not less than the following rates per hour:

PERIOD-(Months, Hours, Years)		<u>8</u>	<u>1000</u>
		(No.)	(Period)
1st 6mo... 5.0%	5th... 7.0%	9th.....	13th.....
2nd.... 5.5%	6th... 7.5%	10th.....	14th.....
3rd.... 6.0%	7th... 8.5%	11th.....	15th.....
4th.... 6.5%	8th... 6mo. 9.0% ..	12th	16th
Journeyman's wage rate as of <u>1-1993</u> is <u>13.00</u> per hr. (wk.)			

SECTION XII. SCHEDULE OF WORK PROCESSES

The apprentice shall receive instruction and work experience in all branches of the trade as listed in the Work Processes attached hereto. The work experiences need not be in the precise order as listed, nor do the scheduled hours on any operation need be continuous, to permit the flexibility necessary to the normal shop production schedule.

SECTION XIII. RELATED INSTRUCTION

The apprentice shall be required to attend classes in related trade subjects for approximately 144 hours per year, each year of the term of apprenticeship. The recommended subjects are on the attached list.

SECTION XIV. RECORDS

Records of the apprentice's work experience and related class instruction shall be kept by the employer. The apprentice shall submit weekly reports to the employer, showing work completed and classes attended, and those shall be noted upon Master Record Cards under control of the employer.

SECTION XV. REGISTRATION OF PROGRAM

These Standards shall be submitted to the Rhode Island Apprenticeship Council Department of Labor for approval and will become effective upon the date of approval.

SECTION XVI. CERTIFICATE OF COMPLETION

Upon satisfactory completion of the term of apprenticeship, the employer shall recommend to the Approval Agency that a State Certificate of Completion be awarded.

SECTION XVII. CHANGES IN STANDARDS

These Standards of Apprenticeship may at any time be amended by the employer provided such amendments are approved by the Rhode Island Apprenticeship Council Department of Labor. A copy of all such changes shall be furnished each apprentice.

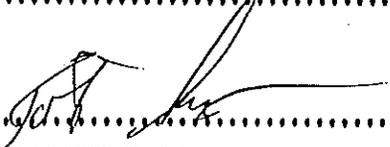
SECTION XVIII. GENERAL PROVISIONS

Every apprenticeship agreement entered into under these Standards of Apprenticeship shall contain a clause making the Standards a part of the agreement with the same effect as if expressly written therein. For this reason, every applicant (and the parent or guardian, if the applicant is a minor) shall be given a copy of the Standards of Apprenticeship and an opportunity to read them before any signature is affixed thereto.

APPROVED BY:

APPROVED AND ACCEPTED

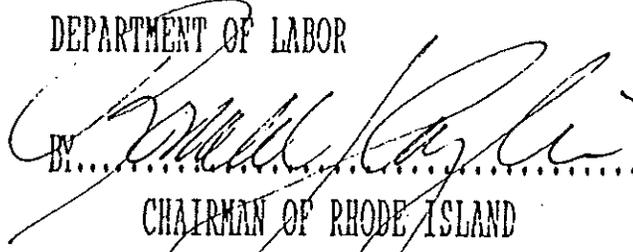
Robert F. Audet, Inc.

BY 
ROBERT F. AUDET

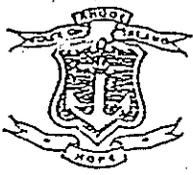
TITLE *President*

DATE *1/14/93*

APPROVED BY AND FILED WITH
RHODE ISLAND APPRENTICESHIP COUNCIL
DEPARTMENT OF LABOR

BY 
CHAIRMAN OF RHODE ISLAND
STATE APPRENTICESHIP COUNCIL

DATE *1/19/93*



State of Rhode Island

Apprenticeship Council

Department of Labor

220 Elmwood Avenue
Providence, Rhode Island 02907

INFORMATIONAL DATA

1. Name of Company Robert F. Audet, Inc.
2. Address 2883 South County Trail, East Greenwich, RI 02818
(Street) (city) (zip code) (phone)
3. Present number of Employees 12
4. Products made or services rendered Electrician
5. Trade/s in which training is to be given Electrician
6. Term of Apprenticeship 8000 hours
7. No. of skilled mechanics (Journeyworkers) now employed in the trade 9
8. Potential number of apprentices 2
9. Wage rate of skilled mechanics: Per hour \$13.00 Per week \$520.00
10. Approximate starting rate to be paid apprentices:
Per hour \$6.50 Per week \$260.00 Premium rate 1½
11. Hours of work: Per day 8 Per week 40
12. Rate to be paid upon Completion of Apprenticeship \$13.00
13. Do you have a bargaining agreement with your employees? N/A
If so, give name and number of employee organization _____
14. Have you Veterans now employed who desire Apprenticeship? N/A
15. Have you adequate equipment and type of work and personnel to train in all the required skills of the trade? Yes
16. Apprentices shall be required to attend classes of related instruction for approximately 150 hours each year of apprenticeship.
17. Related instruction will take place R.I. Construction Academy

Apprentice Qualification: AGE 18

EDUCATION 12

Supervisor of Apprentices: Robert Audet

LICENSE#: B-4623

WAGE SCHEDULE

PERIODS- (Months, Hours, Years) 8 1000hr.
(No.) (Period)

1st 6mo. 50% 5th 6mo. 70% 9th _____ 13th _____

2nd 6mo. 55% 6th 6mo. 75% 10th _____ 14th _____

3rd 6mo. 60% 7th 6mo. 85% 11th _____ 15th _____

4th 6mo. 65% 8th 6mo. 90% 12th _____ 16th _____

Minimum journey person's wage rate as of 1-19-93 is 13.00 Per Hour
is _____

Normal Work Week 40 Hours, Premium Rates 1 1/2

(IF UNION IS INVOLVED)

FOR THE UNION

Union N/A

By _____

Title _____

Date _____

Approved for: 2 Apprentice(s)

Term 8000 4
(Hours) (Years)

Howard T. Carney
(Field Representative)

FOR THE COMPANY

Company Robert F. Audet, Inc.

By Robert F. Audet

Title President

Date 1/6/93

Date 1/19/93

Department of Labor
APPRENTICESHIP COUNCIL
220 Elmwood Avenue
Providence, R.I. 02907



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training

Center General Complex

1511 Pontiac Avenue
Cranston, RI 02920-4407

TTY: Via RI Relay 711

Lincoln D. Chafee
Governor
Charles J. Fogarty
Director

STATE CONTRACT ADDENDUM

RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING

PREVAILING WAGE REQUIREMENTS

(37-13-1 ET SEQ.)

The prevailing wage requirements are generally set forth in RIGL 37-13-1 et seq. These requirements refer to the prevailing rate of pay for regular, holiday, and overtime wages to be paid to each craftsmen, mechanic, teamster, laborer, or other type of worker performing work on public works projects when state or municipal funds exceed one thousand dollars (\$1,000).

All Prevailing Wage Contractors and Subcontractors are required to:

1. Submit to the Awarding Authority a list of the contractor's subcontractors for any part or all of the prevailing wage work in accordance with RIGL § 37-13-4;
2. Pay all prevailing wage employees at least once per week and in accordance with RIGL §37-13-7 (see Appendix B attached);
3. Post the prevailing wage rate scale and the Department of Labor and Training's prevailing wage poster in a prominent and easily accessible place on the work site in accordance with RIGL §37-13-11; posters may be downloaded at www.dlt.ri.gov/pw/Posters.htm, poster/htm or obtained from the Department of Labor and Training, Center General Complex, 1511 Pontiac Avenue, Cranston, Rhode Island;
4. Access the Department of Labor and Training website, at www.dlt.ri.gov on or before July 1st of each year, until such time as the contract is completed, to ascertain the current prevailing wage rates and the amount of payment or contributions for each covered prevailing wage employee and make any necessary adjustments to the covered employee's prevailing wage rates effective July 1st of each year in compliance with RIGL §37-13-8;
5. Attach a copy of this CONTRACT ADDENDUM and its attachments as a binding obligation to any and all contracts between the contractor and any

An Equal Opportunity Employer/Program./Auxiliary aids and services are available upon request to individuals with disabilities.

TTY via RI Relay 711



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Labor and Training

Center General Complex
1511 Pontiac Avenue
Cranston, RI 02920-4407

Telephone; (401) 462-8000
TTY; Via RI Relay 711

Lincoln D. Chafee
Governor
Charles J. Fogarty
Director

subcontractors and their assignees for prevailing wage work performed pursuant to this contract;

6. Provide for the payment of overtime for prevailing wage employees who work in excess of eight (8) hours in any one day or forty (40) hours in any one week as provided by RIGL §37-13-10;
7. Maintain accurate prevailing wage employee payroll records on a Rhode Island Certified Weekly Payroll form available for download at www.dlt.ri.gov/pw.forms/htm, as required by RIGL §37-13-13, and make those records available to the Department of Labor and Training upon request;
8. Furnish the fully executed RI Certified Weekly Payroll Form to the awarding authority on a monthly basis for all work completed in the preceding month.
9. For general or primary contracts one million dollars (\$1,000,000) or more, shall maintain on the work site a fully executed RI Certified Prevailing Wage Daily Log listing the contractor's employees employed each day on the public works site; the RI Certified Prevailing Wage Daily Log shall be available for inspection on the public works site at all times; this rule shall not apply to road, highway, or bridge public works projects. Where applicable, furnish both the Rhode Island Certified Prevailing Wage Daily Log together with the Rhode Island Weekly Certified Payroll to the awarding authority.
10. Assure that all covered prevailing wage employees on construction projects with a total project cost of one hundred thousand dollars (\$100,000) or more has a OSHA ten (10) hour construction safety certification in compliance with RIGL § 37-23-1;
11. Employ apprentices for the performance of the awarded contract when the contract is valued at one million dollars (\$1,000,000) or more, and comply with the apprentice to journey person ratio for each trade approved by the apprenticeship council of the Department of Labor and Training in compliance with RIGL §37-13-3.1;
12. Assure that all prevailing wage employees who perform work which requires a Rhode Island trade license possess the appropriate Rhode Island trade license in compliance with Rhode Island law; and

An Equal Opportunity Employer/Program. / Auxiliary aids and services are available upon request to individuals with disabilities.

TTY via RI Relay 711



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Lincoln D. Chafee
Governor
Charles J. Fogarty
Director

13. Comply with all applicable provisions of RIGL §37-13-1, et. seq;

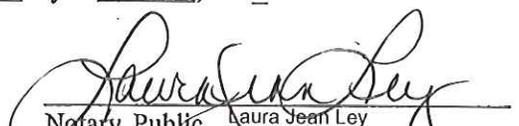
Any questions or concerns regarding this CONTRACT ADDENDUM should be addressed to the contractor or subcontractor's attorney. Additional Prevailing Wage information may be obtained from the Department of Labor and Training at www.dlt.ri.gov/pw.

CERTIFICATION

I hereby certify that I have reviewed this CONTRACT ADDENDUM and understand my obligations as stated above.

By: Lynn P. Kent 
Title: Treasurer

Subscribed and sworn before me this 24 day of Feb, 2014


Notary Public Laura Jean Ley
My commission expires: 02/24/18

*An Equal Opportunity Employer/Program, /Auxiliary aids and services are available upon request to individuals with disabilities.
TTY via RI Relay 711*

Rhode Island Department of Labor and Training
Division of Workforce Regulation and Safety

ELECTRICAL CORP AC004713
A-004713 B-010707
ROBERT F AUDET, INC

ROSS E BERTHIAUME
2883 SOUTH COUNTY TRAIL
EAST GREENWICH RI 02818

Russell R. Berthiaume
Administrator

~~09/30/2015~~
Expiration Date

**PHOTO I.D. REQUIRED
WITH THIS LICENSE**



Not valid without signature.

If found, please return to:
DLT, 1511 Pontiac Avenue, Cranston, RI 02920-0943
Ph: (401) 462-8580 www.dlt.ri.gov/profregs



STATE OF RHODE ISLAND

CONTRACTORS' REGISTRATION
AND LICENSING BOARD

REGISTRANT'S NAME

ROBERT F AUDET INC

AUTHORIZED REPRESENTATIVE

JOHN HIGUEL

DRIVER'S LICENSE #

RI 7315201

REGISTRATION NO

32696

EXP DATE

05/1/15

EXECUTIVE DIRECTOR

John A. Hester

State of Rhode Island
PAYER'S REQUEST FOR TAXPAYER
IDENTIFICATION NUMBER AND CERTIFICATION

THE IRS REQUIRES THAT YOU FURNISH YOUR TAXPAYER IDENTIFICATION NUMBER TO US. FAILURE TO PROVIDE THIS INFORMATION CAN RESULT IN A \$50 PENALTY BY THE IRS. IF YOU ARE AN INDIVIDUAL, PLEASE PROVIDE US WITH YOUR SOCIAL SECURITY NUMBER (SSN) IN THE SPACE INDICATED BELOW. IF YOU ARE A COMPANY OR A CORPORATION, PLEASE PROVIDE US WITH YOUR EMPLOYER IDENTIFICATION NUMBER (EIN) WHERE INDICATED.

Taxpayer Identification Number (T.I.N.)

Enter your taxpayer identification number in the appropriate box. For most individuals, this is your social security number.

Social Security No. (SSN)

Employer ID No. (EIN)

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05	0450812
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NAME Robert F. Audet, Inc.

ADDRESS 2883 South County Trail, East Greenwich, RI 02818

(REMITTANCE ADDRESS, IF DIFFERENT) _____

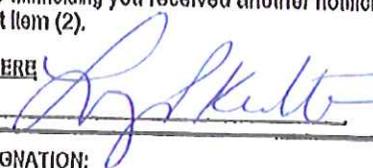
CITY, STATE AND ZIP CODE _____

CERTIFICATION: Under penalties of perjury, I certify that:

- (1) The number shown on this form is my correct Taxpayer Identification Number (or I am waiting for a number to be issued to me), and
- (2) I am not subject to backup withholding because either: (A) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (B) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions -- You must cross out item (2) above if you have been notified by the IRS that you are subject to backup withholding because of under-reporting interest or dividends on your tax return. However, if after being notified by IRS that you were subject to backup withholding you received another notification from IRS that you are no longer subject to backup withholding, do not cross out item (2).

PLEASE SIGN HERE

SIGNATURE  TITLE Treasurer DATE 02/24/14 TEL NO. 401 884-3310

BUSINESS DESIGNATION:

Please Check One: Individual Medical Services Corporation Government/Nonprofit Corporation
Partnership Corporation Trust/Estate Legal Services Corporation

NAME: Be sure to enter your full and correct name as listed in the IRS file for you or your business.

ADDRESS, CITY, STATE AND ZIP CODE: Enter your primary business address and remittance address if different from your primary address). If you operate a business at more than one location, adhere to the following:

- 1) Same T.I.N. with more than one location -- attach a list of location addresses with remittance address for each location and indicate to which location the year-end tax information return should be mailed.
- 2) Different T.I.N. for each different location -- submit a completed W-9 form for each T.I.N. and location. (One year-end tax information return will be reported for each T.I.N. and remittance address.)

CERTIFICATION -- Sign the certification, enter your title, date, and your telephone number (including area code and extension).

BUSINESS TYPE CHECK-OFF -- Check the appropriate box for the type of business ownership.

Mail to: Supplier Coordinator, One Capitol Hill, Providence, RI 02908