

State of Rhode Island and Providence Plantations  
Department of Administration  
Division of Purchases

**RIVIP BIDDER CERTIFICATION COVER FORM**  
**SECTION 1 - BIDDER INFORMATION**

*Bidder must be registered as a vendor on the RIVIP system at [www.purchasing.ri.gov](http://www.purchasing.ri.gov) to submit a bid proposal.*

Solicitation Number: 7549649  
Solicitation Title: ELECTRICAL/ELECTRONIC MAINTENANCE REPAIR (MPA #41) (56 PGS)

Bid Proposal Submission  
Deadline Date & Time: 7/3/2015 10:00 AM

RIVIP Vendor ID #: 67061  
Bidder Name: Kelly Electric  
Address: 125 Iroquois rd  
Cumberland , RI 02864  
usa

Telephone: (508) 815-6517  
Fax: (401) 333-3838  
Contact Name: Ryan Kelly  
Contact Title: MR  
Contact Email: Ryankelly227@yahoo.com

**SECTION 2 —DISCLOSURES**

**Bidders must respond to every statement. Bid proposals submitted without a complete response may be deemed nonresponsive.**

*Indicate "Y" (Yes) or "N" (No) for Disclosures 1-4, and if "Yes," provide details below. Complete Disclosure 5. If the Bidder is publicly held, the Bidder may provide owner information about only those stockholders, members, partners, or other owners that hold at least 10% of the record or beneficial equity interests of the Bidder.*

- N 1. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has been subject to suspension or debarment by any federal, state, or municipal governmental authority, or the subject of criminal prosecution, or convicted of a criminal offense within the previous 5 years. If "Yes," provide details below.
- N 2. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has had any contracts with a federal, state, or municipal governmental authority terminated for any reason within the previous 5 years. If "Yes," provide details below.
- N 3. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has been fined more than \$5000 for violation(s) of any Rhode Island environmental law(s) by the Rhode Island Department of Environmental Management within the previous 5 years. If "Yes," provide details below.

N

- 4. State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder is serving or has served within the past two calendar years as either an appointed or elected official of any state governmental authority or quasi-public corporation, including without limitation, any entity created as a legislative body or public or state agency by the general assembly or constitution of this state.
- 5. List each officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder, and each intermediate parent company and the ultimate parent company of the Bidder. For each individual, provide his or her name, business address, principal occupation, position with the Bidder, and the percentage of ownership, if any, he or she holds in the Bidder, and each intermediate parent company and the ultimate parent company of the Bidder.

Disclosure details (continue on additional sheet if necessary): Ryan Kelly - owner 100%

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### SECTION 3 —CERTIFICATIONS

**Bidders must respond to every statement. Bid proposals submitted without a complete response may be deemed nonresponsive.**

Indicate "Y" (Yes) or "N" (No), and if "No," provide details below.

**THE BIDDER CERTIFIES THAT:**

- Y 1. The Bidder will immediately disclose, in writing, to the State Purchasing Agent any potential conflict of interest which may occur during the term of any contract awarded pursuant to this solicitation.
- Y 2. The Bidder possesses all licenses and anyone who will perform any work will possess all licenses required by applicable federal, state, and local law necessary to perform the requirements of any contract awarded pursuant to this solicitation and will maintain all required licenses during the term of any contract awarded pursuant to this solicitation. In the event that any required license shall lapse or be restricted or suspended, the Bidder shall immediately notify the State Purchasing Agent in writing.
- Y 3. The Bidder will maintain all required insurance during the term of any contract pursuant to this solicitation. In the event that any required insurance shall lapse or be canceled, the Bidder will immediately notify the State Purchasing Agent in writing.
- Y 4. The Bidder understands that falsification of any information in this bid proposal or failure to notify the State Purchasing Agent of any changes in any disclosures or certifications in this Bidder Certification may be grounds for suspension, debarment, and/or prosecution for fraud.
- Y 5. The Bidder has not paid and will not pay any bonus, commission, fee, gratuity, or other remuneration to any employee or official of the State of Rhode Island or any subdivision of the State of Rhode Island or other governmental authority for the purpose of obtaining an award of a contract pursuant to this solicitation. The Bidder further certifies that no bonus, commission, fee, gratuity, or other remuneration has been or will be received from any third party or paid to any third party contingent on the award of a contract pursuant to this solicitation.
- Y 6. This bid proposal is not a collusive bid proposal. Neither the Bidder, nor any of its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents has in any way colluded, conspired, or agreed, directly or indirectly, with any other bidder or person to submit a collusive bid proposal in response to the solicitation or to refrain from submitting a bid proposal in response to the solicitation, or has in any manner, directly or indirectly, sought by agreement or collusion or other communication with any other bidder or person to fix the price or prices in the bid proposal or the bid proposal of any other bidder, or to fix any overhead, profit, or cost component of the bid price in the bid proposal or the bid proposal of any other bidder, or to secure through any collusion, conspiracy, or unlawful agreement any advantage against the State of Rhode Island or any person with an interest in the contract awarded pursuant to this solicitation. The bid price in the bid proposal is fair and proper and is not tainted by any collusion, conspiracy, or unlawful agreement on the part of the Bidder, its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents.
- Y 7. 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 8. The Bidder will comply with all of the laws that are incorporated into and/or applicable to any contract with the State of Rhode Island.

Certification details (continue on additional sheet if necessary):

N/A

Submission by the Bidder of a bid proposal pursuant to this solicitation constitutes an offer to contract with the State of Rhode Island through the Division of Purchases on the terms and conditions contained in this solicitation and the bid proposal. The Bidder certifies that: (1) the Bidder has reviewed this solicitation and agrees to comply with its terms and conditions; (2) the bid proposal is based on this solicitation; and (3) the information submitted in the bid proposal (including this Bidder Certification Cover Form) is accurate and complete. The Bidder acknowledges that the terms and conditions of this solicitation and the bid proposal will be incorporated into any contract awarded to the Bidder pursuant to this solicitation and the bid proposal. The person signing below represents, under penalty of perjury, that he or she is fully informed regarding the preparation and contents of this bid proposal and has been duly authorized to execute and submit this bid proposal on behalf of the Bidder.

**BIDDER**

Date: 7/2/15

Kelly Electric LLC  
Name of Bidder  
[Signature]  
Signature in ink  
Ryan C Kelly  
Printed name and title of person signing on behalf of Bidder

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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46	2814838
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NAME Kelly Electric LLC

ADDRESS 125 IROQUOIS Rd

(REMITTANCE ADDRESS, IF DIFFERENT) \_\_\_\_\_

CITY, STATE AND ZIP CODE Cumberland RI 02864

**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 [Signature] TITLE owner DATE 7/2/15 TEL NO. 401 333-3838

**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.

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



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

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](http://www.dlt.ri.gov/pw).

**CERTIFICATION**

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

By: [Signature]  
Title: owner

Subscribed and sworn before me this 2nd day of July, 2015



[Signature]  
Notary Public  
My commission expires: 3-14-2016

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

TTY via RI Relay 711

**SECTION 11: CONTRACTOR RESPONSE FORM**

Provide full and detailed responses to the following Schedules:

**Schedule A: Company Profile and Experience**

11.1 Corporate profile and comparable work experience. Respondents are to provide a brief summary of their corporate profile and experience in providing similar electrical services to institutional facilities.

Company name: Kelly Electric LLC

Year business entity was established: 2008

Corporate profile and comparable work experience:

Kelly Electric LLC is a commercial, industrial and residential electrical contractor based out of Cumberland, RI. Kelly Electric is fully licensed, bonded and insured and was established in 2008 by Ryan C. Kelly. Since the company's inception, Kelly Electric has performed and completed a wide variety of electrical contracting projects including, but not limited to, commercial fire alarm installations, industrial and commercial service work, commercial

... generator installations, lighting, retrofits and upgrades, parking lot lighting, bucket truck work and other various commercial industrial projects. Kelly Electric holds electrical contractors licenses in three states including Rhode Island, Massachusetts and New Hampshire. Kelly Electric is committed to quality work and on-time service for every customer, every time.

## SECTION 12: EXPERIENCE AND REFERENCES

### Part B: Experience and References

#### 12.1 Experience and References

Provide names, addresses, and contact information for from three (3) owners of projects for which work has been performed in the past five (5) years. Include a brief description of each project. The Division reserves the right to not award a MPA contract to any respondent whose references are deemed to be unsatisfactory.

Year Started:

November 2013

Year Complete:

May 2014

Brief Description of Contract: Rehab of 800,000 sq ft manufacturing facility. Including design and build of new lighting, fire alarm and electrical distribution to suit warehouse needs. Project was completed on time and under budget.

Company:

Dean Warehousing

Contact Person:

Daniel Webster

Telephone and Email:

401-339-5149

/ N/A

Project and Value: \$300,000

Year Started: October 2010

Year Complete: Through present

Brief Description of Contract: Vendor of choice for all electrical work and maintenance including but not limited to, machine wiring and equipment, lighting, switch gear and distribution, and fire alarm

Company: Primary Flow Signal

Contact Person: David Mooney

Telephone and Email: 401-641-3690

Project and Value: Variable; \$25,000 - \$50,000 per year.

Year Started: June 2013

Year Complete: August 2013

Brief Description of Contract: Installation of new fire alarm throughout Coventry High School (325,000 sq. ft.) Project completed on time and passed all municipal electrical inspections.

Company: Ahlborg Construction Corporation

Contact Person:

Glenn Ahlberg

Telephone and Email:

401-265-7100

Project and Value:

\$375,000

**SECTION 13: ADDITIONAL REQUIREMENTS FOR HIGH VOLTAGE ELECTRICAL CONTRACTORS TO OFFER PROPOSALS**

Contractor qualifications must meet the following minimum requirements to qualify for high voltage maintenance and repair:

13.1 Legal Registration

- i. Company must have been in business, registered in Rhode Island for a minimum of five (5) years under its present name. All employees that perform work such as terminations and other connections shall have a minimum of two years' experience and shall be supervised by a full time employee with (5) years' experience working on high voltage equipment.

13.2 Certifications, Licenses, Registrations, etc.

- i. Submit Certificate A Electrical Contractor's License Number.
- ii. Submit Contractor License Number.
- iii. Submit a list of Certificate B Journeymen Electricians with License Numbers.
- iv. Describe backup capabilities.

13.3 Must have a 24hr/7 day a week emergency on call service with a dedicated number.

- i. Submit the company protocol for call-in of emergency work.

13.4 Safety Program: Must have a designated Safety Manager with a structured safety program and all employees used and are trained in confined space work.

- i. Submit a copy of the company's Safety Program
- ii. Submit a statement that all employees that perform work are certified for Confined Space Work per OSHA 10 and 30.

State of Rhode Island and Providence Plantations  
Rhode Island Department of Labor and Training

ELECTRICAL CONTRACTOR A-004695  
JOURNEY ELECTRICIAN B-013457

RYAN C KELLY  
DBA/ KELLY ELECTRIC LLC  
125 IROQUOIS ROAD  
CUMBERLAND RI 02864

~~JOHN SHAW~~  
Administrator

~~02/28/2017~~  
Expiration Date

13.5 Minimum of one (1) Test Technician:

- i. Must be a full time employee with 5 years' experience as a Test Technician on MV/HV electrical equipment
- ii. Capable of Hi-Pot, Hot-Phasing, Meggar testing, underground cable detection, ductoring and turns ratio testing.
  - Submit any applicable certifications

13.6 Self-perform Cable Splicing and Terminations

- i. Prefer certifications from medium & high voltage termination and splice kit manufacturers (i.e. Elastimold, Raychem, 3M, etc.) Submit copies of certifications.

13.7 Include documentation showing experience and training maintaining high voltage to medium voltage substations, switches, transformers and all above ground and below ground cable and connections.

13.8 List all company owned equipment necessary to perform the services outlined.

13.9 List subcontractors proposed as members of the project team, and the duties, responsibilities and concentration of effort which apply to each.

**SECTION 14: ATTACHMENT A - PROJECT RELEVANT EXPERIENCE:**

**Submit on Attachment A:**

14.1 Indicate three (3) MV medium voltage projects work valued at over \$10,000 within the past three (3) years.

- i. Year Started: 2014
- 
- Year Complete: 2015
- 

Description of Contract: Installation of new generator at Camp Fogarty in East Greenwich, RI. Responsible for design build and engineering for 100<sup>kw</sup> power back up of troop command building

Company: State of Rhode Island, National Guard

Contact Person: Carl ~~Hyllested~~ Hyllested

Telephone and Email: 401-255-7789

Project and Value: \$97,000

ii. Year Started: 2012

Year Complete: Through Present

Brief Description of Contract: Miscellaneous electrical repair and maintenance work on an as needed basis. Services have included new parking lot lighting, installation of new data equipment, commercial projector and consulting on electrical work.

Company: Cumberland School Dept., Town of Cumberland R.I.

Contact Person: Wayne Alexander

Telephone and Email: 401-256-0028

Project and Value: \$25,000 - \$50,000 per year

iii. Year Started: 2013

Year Complete: 2013

Brief Description of Contract: 100%<sup>90</sup> renovation of restaurant electrical without disrupting general business of establishment.

Company: Uno's Restaurant

Contact Person: John Keating

Telephone and Email: 617-823-3811

Project and Value: \$25,000

**14.2** Successful record Self Performing on at least three (3) HV High Voltage work valued at over \$50,000 within the past three (3) years.

i. Year Started: N/A  
Year Complete: N/A  
Brief Description of Contract: N/A

Company: N/A  
Contact Person: N/A  
Telephone and Email: N/A  
Project and Value: N/A

ii. Year Started: N/A  
Year Complete: N/A  
Brief Description of Contract: N/A

Company: *N/A*

Contact Person: *N/A*

Telephone and Email: *N/A*

Project and Value:

iii. Year Started: *N/A*

Year Complete: *N/A*

Brief Description of Contract: *N/A*

Company: *N/A*

Contact Person: *N/A*

Telephone and Email: *N/A*

Project and Value: *N/A*

**14.3** Successful record Self Performing on at least three (3) projects involving emergency transfer equipment rated at 4,160 Vac within the past three (3) years.

i. Year Started: N/A  
Year Complete: N/A  
Brief Description of Contract: N/A

Company: N/A  
Contact Person: N/A  
Telephone and Email: N/A  
Project and Value: N/A

ii. Year Started: N/A  
Year Complete: N/A  
Brief Description of Contract: N/A

Company: N/A  
Contact Person: N/A  
Telephone and Email: N/A

Project and Value:

iii. Year Started: N/A  
Year Complete: N/A  
Brief Description of Contract: N/A

Company: N/A  
Contact Person: N/A  
Telephone and Email: N/A  
Project and Value:

**SECTION 15: FINANCIAL CONSIDERATIONS****15.1 Labor Rates**

Labor rates shall be all inclusive without limitations, wages, benefits, vehicle, fuel, tools, mobilization and demobilization, supervision, insurance, all licenses, permits, overhead and profit and all other requirements necessary for the commencement, performance and completion of the Work.

The Owner shall be entitled to any and all material or trade discounts (off list prices) that the electrical vendor receives. Material quotes or invoices shall provide the discounted rate.

All Work performed is to be in accordance with all governing regulatory authorities within the State of Rhode Island.

**Cost Portion of Proposal\* Pricing for Personnel Required**

<b>Master Electrician [Low /Medium Voltage]</b>	<b>Hourly Rate</b>
(a) Regular/Straight Time Monday - Friday	\$ 59.89
(b) Overtime Monday - Friday	\$ 89.89
(c) Sat/Sun/Holidays	\$ 59.89
(d) Emergency Call Response Hourly Rate.	\$ 59.89
(e) Minimum Hours Charged per Emergency Call	Hours: (1) one

<b>Electrical Journeyman [Low / Medium Voltage]</b>	<b>Price per Hour</b>
(a) Regular/Straight Time Monday - Friday	\$ 59.89
(b) Overtime Monday - Friday	\$ 89.89
(c) Sat/Sun/Holidays	\$ 59.89
(d) Emergency Call Response Hourly Rate	\$ 59.89
(e) Minimum Hours Charged per Emergency call	Hours: (1) one

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<b>Registered Electrical Apprentice [Low/Medium Voltage]</b>	Price per Hour
(a) Regular/Straight Time Monday - Friday	\$ 44.00
(b) Overtime Monday - Friday	\$ 66.00
(c) Sat/Sun/Holidays	\$ 44.00

**SECTION 16: HIGH VOLTAGE PRICING:**

**Labor Rates**

Labor rates shall be all inclusive without limitations, wages, benefits, vehicle, fuel, tools, mobilization and demobilization, supervision, insurance, all licenses, permits, overhead and profit and all other requirements necessary for the commencement, performance and completion of the Work.

The Owner shall be entitled to any and all material or trade discounts (off list prices) that the electrical vendor receives. Material quotes or invoices shall provide the discounted rate.

All Work performed is to be in accordance with all governing regulatory authorities within the State of Rhode Island.

**Cost Portion of Proposal\* Pricing for Personnel Required**

Master Electrician [High Voltage]	Hourly Rate
(a) Regular/Straight Time Monday - Friday	\$ N/A
(b) Overtime Monday - Friday	\$ N/A
(c) Sat/Sun/Holidays	\$ N/A
(d) Emergency Call Response Hourly Rate.	\$ N/A
(e) Minimum Hours Charged per Emergency Call	Hours: N/A

Line Man	Price per Hour
(a) Regular/Straight Time Monday - Friday	\$ N/A
(b) Overtime Monday - Friday	\$ N/A
(c) Sat/Sun/Holidays	\$ N/A
(d) Emergency Call Response Hourly Rate	\$ N/A
(e) Minimum Hours Charged per Emergency Call	Hours: N/A

Electrical Journeyman [High Voltage]	Price per Hour
(a) Regular/Straight Time Monday - Friday	\$ <u>N/A</u>
(b) Overtime Monday - Friday	\$ <u>N/A</u>
(c) Sat/Sun/Holidays	\$
(d) Emergency Call Response Hourly Rate	\$ <u>N/A</u>
(e) Minimum Hours Charged per Emergency Call	Hours: <u>N/A</u>

**Major Equipment (with Operator s applicable)**

All rates shall be all inclusive without limitations, wages, benefits, vehicle, fuel, tools, mobilization and demobilization, supervision, insurance, all licenses, permits, overhead and profit and all other requirements necessary for the commencement, performance and completion of the Work.

Bucket	Truck	Rates with operator	
A	Hourly (straight time)		\$ <u>134.00</u>
B	Daily		\$ <u>1,072.00</u>
C	Weekly		\$ <u>5,360.00</u>
D	Monthly		\$ <u>21,440.00</u>

Equipment Operator		
A	Hourly (straight time)	\$ <u>89.00</u>
B	Daily	\$ <u>712.00</u>
C	Weekly	\$ <u>3,560.00</u>
D	Monthly	\$ <u>14,240.00</u>

<b>Digger/Derrick Truck</b>		
A	Hourly (straight time)	\$ 134.00
B	Daily	\$ 1,072.00
C	Weekly	\$ 5,360.00
D	Monthly	\$ 21,440.00

<b>Crane</b>		
A	Hourly (straight time)	\$ 134.00
B	Daily	\$ 1,072.00
C	Weekly	\$ 5,360.00
D	Monthly	\$ 21,440.00

<b>Backhoe</b>		
A	Hourly (straight time)	\$ 134.00
B	Daily	\$ 1,072.00
C	Weekly	\$ 5,360.00
D	Monthly	\$ 21,440.00

<b>Compressor</b>		
A	Hourly	\$ 46.00
B	Daily	\$ 375.00
C	Weekly	\$ 1,500.00
D	Monthly	\$ 6,000.00

<b>Generator (site work only)</b>		
A	Hourly	\$ 46.00
B	Daily	\$ 375.00
C	Weekly	\$ 1,500.00
D	Monthly	\$ 6,000.00

<b>Pump</b>		
A	Hourly	\$ 9.25
B	Daily	\$ 74.00
C	Weekly	\$ 233.33
D	Monthly	\$ 933.32

## **SECTION 17: PROPOSAL SUBMISSION**

Questions concerning this solicitation may be e-mailed to the Division of Purchases at [doa.purquestions3@purchasing.ri.gov](mailto:doa.purquestions3@purchasing.ri.gov) no later than the date and time indicated on page one of this solicitation. Please reference the RFQ # on all correspondence. Questions should be submitted as a Microsoft Word attachment. Answers to questions received, if any, will be posted on the Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 574-9709.

Offerors are encouraged to submit written questions to the Division of Purchases. No other contact with State parties is permitted. Interested offerors may submit proposals to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases will not be considered.

Responses should be mailed or hand-delivered in a sealed envelope marked "RFQ#" to:

RI Dept. of Administration  
Division of Purchases, 2nd floor  
One Capitol Hill  
Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

### **RESPONSE CONTENTS**

Responses shall include the following:

1. A completed and signed three-page R.I.V.I.P generated Bidder Certification Cover Form which may be downloaded from [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
2. A completed and signed IRS Form W-9 which may be downloaded from: [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
3. Contractors **may** submit a proposal for either Low/Medium Voltage or High Voltage. It is not required to be qualified for both Low/Medium and High Voltage to submit a proposal.

4. Respond to each of the items to ensure proposals receive full evaluation consideration for Low/Medium Voltage Services. Response directly onto appropriate [Section], including any appendices requested.
5. Respond to each of the items to ensure proposals receives full evaluation consideration for High Voltage Services. Response directly onto appropriate [Section], including any appendices requested.
6. Submit Copy of Certificate A Electrical Contractor's License Number.  
Submit Contractor License Number. # A-004695

#### CONCLUDING STATEMENTS

Notwithstanding the above, the Division reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all proposals, and to award in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

The Division may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The Division's General Conditions of Purchase contain the specific contract terms, stipulations and affirmations to be utilized for the MPA contract award pursuant to this RFQ.

Failure to submit any required document or information may deem bid non-responsive.