

**AGENCY SOLICITATION specifications**

**RFQ – Request for QUOTE Public Works**

**HEADER**

**Title:**

**Description:**

**PRE-BID CONFERENCE:** YES/NO

Mandatory: YES/NO

Location:

**BONDING REQUIREMENTS**

Bid Surety Bond Required: YES/NO

Payment and Performance Bond Required: YES/NO

**CONTRACT TERMS**

The initial contract period will begin approximately [Insert date] for one (1) year.  Contracts may be renewed for up to [Insert number] additional 12-month periods based on vendor performance and the availability of funds.

**Insurance Requirements** (#14 in Instructions to Vendors on Requirements tab)

In accordance with this solicitation, or as outlined in Section 13.19 of the General Conditions of Purchase, found at <https://rules.sos.ri.gov/regulations/part/220-30-00-13> **and General Conditions - Addendum A found at** <https://www.ridop.ri.gov/documents/general-conditions-addendum-a.pdf>, the following insurance coverage shall be required of the awarded vendor(s):

***General Requirements****:*

14a)  Liability - combined single limit of $1,000,000 per occurrence, $1,000,000 general aggregate and $1,000,000 products/completed operations aggregate.

14b)  Workers compensation - $100,000 each accident, $100,000 disease or policy limit and $100,000 each employee.

14c)  Automobile liability - $1,000,000 each occurrence combined single limit.

14d)  Crime - $500,000 per occurrence or 50% of contract amount, whichever is greater.

***Professional Services****:*

14e)  Professional liability (“errors and omissions”) - $2,000,000 per occurrence, $2,000,000 annual aggregate.

14f)  Environmental/Pollution Liability when past, present or future hazard is possible - $1,000,000 per occurrence and $2,000,000 aggregate.

14g)  Working with Children, Elderly or Disabled Persons – Physical Abuse and Molestation Liability Insurance - $1 Million per occurrence.

***Information Technology and/or Cyber/Privacy****:*

14h)  Technology Errors and Omissions - Combined single limit per occurrence shall not be less than $5,000,000. Annual aggregate limit shall not be less than $5,000,000.

14i)  Information Technology Cyber/Privacy – minimum limits of $5,000,000 per occurrence and $5,000,000 annual aggregate. If Contract Party provides:

a)  key back office services Contract Party shall have a minimum limit of $10,000,000 per occurrence and $10,000,000 annual aggregate;

b)  if Contract Party has access to Protected Health Information as defined in HIPAA and its implementing regulations, Personal Information as defined in in R.I. Gen. Laws § 11-49.3-1, et seq., or as otherwise defined in the Contract (together Confidential Information”), Contract Party shall have as a minimum the per occurrence, per annual aggregate, the total rounded product of projected number of persons data multiplied by $25 per person breach response expense per occurrence; but no less than $5,000,000 per occurrence, per annual aggregate; or,

c)  if the Contract Party provides or has access to mission critical services, network architecture and/or the totality of confidential data $20,000,000 per occurrence and in the annual aggregate.

***Other****:*

Specify insurance type and minimum coverage required, e.g*.* builder’s risk insurance*,* vessel operation (marine or aircraft):

14j)  Other - Specify insurance type and minimum coverage required

**AIA Contract**

Rhode Island custom AIA contract designated below outlining the **s**cope and special terms and conditions covering the work, *executed by an authorized representative of your company*. Vendor shall obtain the Rhode Island custom AIA contract at: <https://documentsondemand.aia.org/?filter=Rhode>.

9a)  AIA A101-2017 Standard Form of Agreement Between Owner and Contractor with State of Rhode Island revisions dated 7-25-19.

9b)  AIA A104-2017 Standard Abbreviated Form of Agreement Between Owner and Contractor with State of Rhode Island revisions dated 9-10-19.

9c)  AIA B101-2017 Standard Form of Agreement Between Owner and Design Agent with State of Rhode Island revisions dated 9-10-19.

9d)  AIA B102-2017 Standard Form of Agreement Between Owner and Design Agent without a Predefined Scope of Design Agent’s Services with State of Rhode Island revisions dated 9-10-19.

9e)  AIA B104-2017 Standard Abbreviated Form of Agreement Between Owner and Design Agent with State of Rhode Island revisions dated 9-10-19.

9f)  AIA C172-2014 Standard Form of Agreement Between Owner and Program Manager for use on a Single Project with State of Rhode Island revisions dated 9-13-19.

9g)  AIA A201-2007 General Conditions of the Contract for Construction with State of Rhode Island Revision**s** dated 9-10-19.

9h)  Other - Specify required AIA contract document

**SECTION A. BACKGROUND**

**SECTION B: SCOPE OF WORK AND REQUIREMENTS**

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**SECTION C: CONTRACT TIME**

Start of construction:

Substantial completion:

Final completion:

**SECTION D: ALLOWANCES**

The Base Bid Price includes the cost of Allowances.

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL ALLOWANCES: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION E: LIQUIDATED DAMAGES**

$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per day

**SECTION F: ALTERNATES**

Alternates must be accepted in order they are listed.

ALTERNATE 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ADD SUBTRACT

ALTERNATE 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ADD SUBTRACT

ALTERNATE 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ADD SUBTRACT

ALTERNATE 4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ADD SUBTRACT

**SECTION G: UNIT PRICE**

UNIT

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_\_\_\_