



TOWN OF
NORTH KINGSTOWN, RHODE ISLAND

100 FAIRWAY DRIVE
NORTH KINGSTOWN, R.I. 02852-5762
PHONE: (401) 294-3331
FAX: (401) 583-4140

INVITATION FOR BIDS

SCADA, INSTRUMENTATION, AND TELEMETRY MAINTENANCE AND RELATED SUPPORT

Sealed proposals for the above will be accepted in the Office of the Purchasing Agent, Town Municipal Offices, 100 Fairway Drive, North Kingstown, RI 02852, until **10:00 am on August 16, 2017**, and will then be publicly opened read aloud.

NO BIDS WILL BE ACCEPTED AFTER THE AUGUST 16, 2017 10:00 AM DEADLINE.

IT IS THE RESPONSIBILITY OF THE PROSPECTIVE BIDDERS TO MONITOR THE TOWN'S WEBSITE FOR ANY SUBSEQUENT BID ADDENDUMS. NO ADDENDUMS WILL BE ISSUED OR POSTED WITHIN FORTY-EIGHT (48) HOURS OF THE BID SUBMISSION DEADLINE.

A mandatory site visit to review the existing SCADA system is required. Please contact Susan Licardi, Director of Water Supply at 401 268-1520 to schedule. In addition, a mandatory Pre-Bid Conference will be held on Thursday, July 27, 2017 at the Town Municipal Offices, Conference Room, 100 Fairway Drive, North Kingstown, RI. Bidders must attend this conference.

The bid will be evaluated as to R.I.G.L. 45-55-5. (2) "Competitive Sealed Bidding" and the award shall be made on the basis of the lowest evaluated or responsive bid price.

Specifications may be obtained at the Purchasing Agent's Office at address listed above.

A certificate of Insurance showing \$1 million General Liability and \$1 million Any Auto, with the Town being named as an additional insured, Worker's Compensation, with a waiver of subrogation will be required of the successful bidder.

The Town of North Kingstown reserves the right to reject any or all proposals or parts thereof; to waive any formality in same, or accept any proposal deemed to be in the best interest of the Town.

The Town of North Kingstown will provide interpreters for the hearing impaired at any pre-bid or bid opening, provided a request is received three (3) days prior to said meeting by calling 294-3331, ext. 142.

Purchasing Agent

SELECTION CRITERIA

The bid will be evaluated as to R.I.G.L. 45-55-5.(2) “Competitive Sealed Bidding”, and the award shall be made on the basis of the lowest evaluated or responsive bid price.

The following factors will be considered in determining the lowest evaluated or responsive bid price:

Bid Price;

Meets or exceeds bid specifications;

Delivery date;

Warranty/Guarantee;

Past performance by brand name bid;

Early Payment Discount.

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND
INFORMATION FOR BIDDERS**

ARTICLE 1. RECEIPT AND OPENING OF BIDS

Sealed bids must be submitted in SEALED ENVELOPES, addressed to the Purchasing Agent, Town Hall, 100 Fairway Drive, North Kingstown, Rhode Island 02852, and clearly marked with the name of the item bid, and the date and time of opening. Bids will be received by the Purchasing Agent up to the specified time as noted on the Invitation to Bid, and publicly opened and read aloud at the specified time.

It is the bidder's responsibility to see that his bid is delivered within the time and at the place prescribed. Proposals received prior to the time of opening will be securely kept unopened. No responsibility will attach to any officer or person for the premature opening of a proposal not properly addressed and identified.

Any bid received after the time and date specified shall not be considered, by messenger or by mail, even if it is determined by the Town that such non-arrival before the time set for opening was due solely to delay in the mails for which the bidder is not responsible. Conditional or qualified bids will not be accepted.

ARTICLE 2. PREPARATION OF BID

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten, both in words and figures. Erasures or other changes must be explained or noted over the signature of the bidder.

Each bid must be submitted in sealed envelopes, clearly labeled, so as to guard against opening prior to the time set therefore.

The Town may consider any bid not prepared and submitted in accordance with the provisions hereof and reserves the right to reject any or all proposals in whole or in part, toward any item, group of items, or total bid; to waive any technical defect or formality in same, or to accept any proposal deemed to be in the best interest of the Town.

ARTICLE 3. TELEGRAPHIC MODIFICATION

Telephonic, telegraphic or oral bids, amendments or withdrawals will not be accepted.

ARTICLE 4. WITHDRAWAL OF BIDS

Bids may be withdrawn personally or by written request at any time prior to the time specified for the opening. Bids may be modified in the same manner. Negligence on the part of the bidder in preparing the bid confers no right of withdrawal or modifications of his bid after such bid has been opened.

ARTICLE 5. QUALIFICATIONS OF THE BIDDER

The Town reserves the right to request each bidder to present evidence that he is normally engaged in purveying the type of product or equipment bid on. No bid shall be considered from bidders who are unable to show that they are normally engaged in purveying the type of product or equipment specified in the bid proposal.

To receive full consideration, the bidder must submit literature and necessary details, when applicable, on the material or service he proposes to furnish in order that the Town may have full information available when analyzing the proposals.

ARTICLE 6. OBLIGATIONS OF THE BIDDER

At the time of opening of bids, each bidder will be presumed to have inspected the Specifications and Contract Documents (including all addenda) which has been sent to the address given by such bidder. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect to his bid.

Any exceptions or deviations from the provisions contained in this Specification must be explained in detail and attached to proposal. If such deviations do not depart from the intent of this notice and are in the best interest of the Town, the proposal will receive careful consideration.

ARTICLE 7. PRICES

Bidders shall state the proposed price in the manner as designated in the Bid Proposal Form. In the event that there is a discrepancy between unit prices and the extended totals, the unit prices shall govern. In the event that there is a discrepancy between the price written in words and written in figures, the prices written in words shall govern.

The prices in this bid shall be irrevocable for ninety (90) days, or until the bid is awarded by the Town Council. After award by the Town Council, said prices shall then remain firm for the duration of the Contract.

ARTICLE 8. TAX EXEMPTIONS

The Town is exempt from payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30 Para. I, as amended. The Town is exempt from payment of Federal Excise Taxes. The prices bid must be exclusive of taxes and will be so construed. Exemption certificates will be completed as required by the successful bidder.

ARTICLE 9. CONTRACT PERIOD AND TERM OF AGREEMENT

Contract period: ONE (1) CALENDAR YEAR from date set in the Notice to Proceed, with options for years two and three awarded, contingent upon satisfactory performance by the vendor. If financially advantageous to the Town of North Kingstown, these contracts may be renewed or extended, from time to time, when agreed to, in writing, by both parties.

ARTICLE 10. LABOR REGULATIONS

The following paragraphs regarding nondiscrimination in employment shall be included and become part of these specifications:

- a. Contractors shall comply with the provisions of the General Laws of Rhode Island and attention is called to Title 37, Chapter 13, Section 1-16, relative to the payment of wages, obligations and charges by Contractors on public works projects.
- b. Non-resident Contractors are subject to Section 44-1-6 of the Rhode Island General Laws, as amended. (OUT OF STATE CONTRACTORS.)
- c. The successful bidder will be required to comply with the Davis-Bacon Act (40USC 2 to a-7) as supplemented by Department of Labor regulations (29CFR Part 5).
- d. The successful bidder will be required to comply with the Contract Works Hours and Safety Standards Act (40 USC 327-330) as supplemented by Dept. of Labor Regulations (29CFR, Part 5).
- e. The successful bidder will be required to comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended, and as supplemented in Department of Labor regulations (41 CFR Part 60).
- f. The successful bidder will be required to comply with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor regulations (29 CFR, Part 3).
- g. The successful bidder will be required to comply with the Safety and Health regulations (29 CFR, Part 1926 and all subsequent amendments) as promulgated by the Department of Labor.
- h. The successful bidder will be required to comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352).

ARTICLE 11. INSURANCE

The Vendor shall assume responsibility and liability for all injuries to persons or damages to property, directly or indirectly due to, or arising out of, his operations under the contract and shall be responsible for the proper care and protection of all work performed for the Town.

The Vendor shall also indemnify and save harmless the Town of North Kingstown against any and all claims of whatever kind and nature due to, or arising out of, his breach or failure to perform any of the terms, conditions, or covenants of the contract resulting from acceptance of his bid.

The Vendor shall furnish the Purchasing Agent with certificates of insurance from companies acceptable to the Town of North Kingstown. All insurance companies listed on certificates must be licensed to do business in the State of Rhode Island. The Vendor shall provide a certificate of insurance as specified in the bid specifications. Contracts of insurance (covering all operations under this contract) shall be kept in force until the contractor's work is acceptable by the Town.

The limits of the insurance must be at least in the amounts specified below;*

1. Commercial General Liability-Occurrence Form \$1,000,000/\$1,000,000.
2. Automobile Liability - \$1,000,000. With both of the above naming the Town as additional insured.

3. Worker's Compensation (if legally allowed and available). Waiver of subrogation applies to Worker's Compensation

The Vendor shall secure, pay for and maintain insurance as necessary to protect himself against loss of owned or rented capital equipment and tools, with provision for waiver of subrogation against the Owner.

ARTICLE 12. LAWS, ORDINANCES, AND CODES

All applicable Federal and State Laws, Ordinances and Codes of the Town of North Kingstown and regulations of all authorities having jurisdiction over this Project shall apply to this contract the same as though written herein in full.

The Town of North Kingstown will not award the Contract to any Contractor who is, at the time, ineligible under the provisions of any applicable regulations issued by the Secretary of Labor, United State Department of Labor, or is not qualified under applicable Ordinances of the Town of North Kingstown, or the laws of the State of Rhode Island.

**TOWN OF NORTH KINGSTOWN
DEPARTMENT OF WATER SUPPLY
100 Fairway Drive
North Kingstown, RI 02852
(401) 268-1520**

**SCADA, INSTRUMENTATION AND TELEMETRY MAINTENANCE
AND RELATED SUPPORT**

The Town of North Kingstown Department of Water Supply is seeking bids from licensed, qualified contractors for the maintenance, repair, and upgrade of the water system electrical controls, instrumentation and control equipment on an “as needed” basis. The North Kingstown Department of Water Supply owns and operates 11 municipal wells, two (2) booster stations and five (5) finished water storage tanks. Water system controls at present consist of two separate control systems/software packages, one being National Instruments Lookout software (this is a PC based system) with National Instruments/Field Point Ethernet interface with I/O modules and the other being Rockwell Factory Talk View (radio/PLC based system) with radio remote terminal units. HMI control is located at our main pumping station with associated equipment at the eight (8) pumping stations associated with the wells and the storage tank sites.

Bids must be submitted in accordance with the bid specifications. All bid forms must be properly executed and submitted as part of the bid. The Town of North Kingstown reserves the right to reject any and all bids if deemed to be in the best interest of the Town.

A mandatory site visit to review the existing SCADA system is required. Please contact Susan Licardi, Director of Water Supply at 401 268-1520 to schedule. In addition, a mandatory Pre-Bid Conference will be held on Thursday, July 27, 2017 at the Town Municipal Offices, Conference Room, 100 Fairway Drive, North Kingstown, RI. Bidders must attend this conference.

SCOPE OF WORK

The scope of work includes regular hourly maintenance, repair and upgrade of telemetry, control and monitoring equipment as well chemical feed equipment. Must have qualified service people and required material, supplies and or parts within their inventory to make any and all repairs and replacements.

The scope also includes providing emergency repair service on a 24-hour, seven (7) day per week basis with a response time of not more than 4 hours as well as normal, routine and emergency telephone/remote login service on a 24 hour, 7 day a week basis (including holidays) within 30 minutes of the Town leaving a message with the Contractor’s voicemail or answering service.

Additional services may include equipment upgrade or other *specific services and materials* in addition to normal, routine and emergency services.at the request of the North Kingstown Director of Water Supply. The contractor will evaluate the request and submit a detailed cost estimate using the rates established in this service agreement. If acceptable, the *specific service or materials* will be authorized under this agreement.

BIDDER QUALIFICATIONS

Competence to perform the services as reflected by technical training and education; general experience; experience in providing the required services; and the qualifications and competence of persons who would be assigned to perform the services; Contractors assigned to provide field service must possess at a minimum ten (10) years of instrumentation repair and service related experience and at least ten (10) years of experience working in potable water systems with direct experience with maintaining water system SCADA systems.

Ability to perform the services as reflected by workload and the availability of adequate personnel, equipment, and facilities to perform the service expeditiously;

Past performance as reflected by the evaluation of private persons and officials of other governmental entities that have retained the services of the firm with respect to such factors as control of costs, quality of work, and an ability to meet deadlines;

Quality of work previously performed by the firm for the Town of North Kingstown, if any;

Knowledge of the Town's water system, specifically knowledge and historic success in providing similar service to the Town relating to its water system.

Minimum of 10 years experience in all aspects of water system facility design, including but not limited to supply wells, storage tanks, booster pumping stations, water service mains, transmission mains, and water system facility infrastructure replacement and refurbishment is required;

Familiar with Rhode Island Department of Health Water Supply Regulations, Rhode Island Water Resources Board Legislation and Regulations and applicable RI Department of Environmental Management Regulations. Familiarity with Federal, State and local laws as well as all other documents, regulations, publications and guides necessary, to complete the work proposed, including all applicable AWWA publications and Water Works Standards;

Experience of personnel to be assigned to the project including detailed resumes for each individual, qualifications, licenses and professional registration: (NOTE: Contractor shall be ISA Certified as CCST Level 3 Technical).

Fulfillment of project request for qualifications requirements and statement of qualifications to perform the above tasks;

Meets or exceeds insurance requirements, including proof of Errors and Omissions Insurance Coverage.

**TOWN OF NORTH KINGSTOWN
DEPARTMENT OF WATER SUPPLY
SCADA, INSTRUMENTATION AND TELEMETRY MAINTENANCE
AND RELATED SUPPORT
BID PROPOSAL FORM**

The Town of North Kingstown, Department of Water Supply is requesting qualifications statements and Unit Pricing for SCADA, Instrumentation and Telemetry Maintenance and related support.

UNIT PRICE

Standard Site Visit Service Rate
Monday – Friday 7:00 AM through 3:30 PM

\$_____ PER HOUR

After Hours Site Visit Service Rate
Monday-Friday after 3:30 PM and before 7:00 AM

\$_____ PER HOUR

Holiday/Weekend Site Visit Service Rate

\$_____ PER HOUR

Telephone/Remote Login Rate
Seven (7) days/week and 24 hours/day

\$_____ PER HOUR