



Solicitation Number: OEV22000787
MPA 397 OE Disaster Recovery Services

Open Enrollment Vendor Assessment (OEV)

State of Rhode Island

December 09, 2021 - December 07, 2024

General Header Information

No.	OEV22000787
Title:	MPA 397 OE Disaster Recovery Services
Start Date:	December 09, 2021 at 8:30:00 AM EST
End Date:	December 07, 2024 at 10:00:00 AM EST
Vendor Q&A Start Date:	
Vendor Q&A End Date:	
Estimated Total Value:	
Who can respond to this bid? :	All Vendors
Description:	MPA 397 Open Enrollment providing Disaster Recovery Services and Restoration Services in all aspects of recovery and reconstruction due to a disaster situation.
Delivery Terms:	Free On Board Destination
Payment Terms:	Vendor Specified
Contact Information:	State of Rhode Island Gary Mosca One Capitol Hill 2nd Floor Providence RI, 02908 United States Tel: (401) 574-8124 Fax: gary.mosca@purchasing.ri.gov
Contact Details:	If you have any questions, Please contact: Gary Mosca One Capitol Hill 2nd Floor Providence RI, 02908 United States Tel: (401) 574-8124 Fax: gary.mosca@purchasing.ri.gov
Selected Categories:	Specialized trade construction and maintenance services (72150000) Post disaster renovation and repair service (72154052) Disaster recovery services (81112004) Disaster preparedness and relief (93131800) Disaster preparedness response services (93131802)

Header Custom Fields: General Solicitation Requirements

Notes to Vendors

- Vendors must register in Ocean State Procures™ at www.ridop.ri.gov/vendor-registration/. Additional Ocean State Procures™ information can be found on the Division of Purchases' website at www.ridop.ri.gov.
- Solicitation responses must be submitted in Ocean State Procures™. Any solicitation responses emailed, mailed, faxed, hand-delivered or mis-directed to other State locations shall not be accepted.
- Vendor "How to Bid" in Ocean State Procures™ instruction can be found at www.ridop.ri.gov.

Contract Term

The initial contract period will begin approximately December 1, 2021 for three (3) years. Contracts may be renewed for up to two (2) additional 12-month periods based on vendor performance and the availability of funds.

Solicitation Requirements: General Requirements

Questions

Questions concerning this solicitation must be submitted to the Division of Purchases' eProcurement website, Ocean State Procures™, no later than the date and time indicated on the 'Overview' tab of this solicitation. Questions should be submitted in the 'Q&A Center', accessed via the 'Collaboration' tab of this solicitation. Submit each question individually with no attachments. Attachments shall not be acknowledged. No other contact with State parties is permitted.

Answers to questions received, if any, shall be posted on the solicitation record within Ocean State Procures™, as an addendum to this solicitation. It is the responsibility of all interested parties to monitor Ocean State Procures™ for any procurement related postings such as addenda.

Vendor Registration Status in OSP and Potential Award

If your vendor registration in OSP is in a “**pending**” status **and** your organization receives notice of tentative selection for a potential contract or purchase order award; you must log into your OSP account and complete your registration to include your W-9 upload and other requirements as defined in the award's Tentative Letter of Selection. Your registration will then be reviewed by the state's Supplier Coordinator to transition your registration from “**pending**” to “**approved**” status if all qualifications are met. Further instruction for an “**approved**” account can be found at <https://www.ridop.ri.gov/documents/vendor-self-registration-quick-start-guide.pdf>.

Bid Clauses

Master Price Agreement/Statewide Purchasing Agreement

This solicitation will be used to establish a Master Price Agreement or Master Qualified Service Provider list and, as such, has Statewide Applicability. Political Subdivisions (municipalities, institutions for higher education, municipal/state schools, quasi-public agencies), as authorized by law, may participate in this Agreement. For any orders with a political subdivision, all ordering and billing shall be between the vendor and the political subdivision.

Master Price Agreements - Contract Administrative Fee

In 2017 the General Assembly amended the “State Purchases Act”, R. I. Gen. Laws § 37-2-12 (b) to authorize the Chief Purchasing Officer to establish, charge and collect from vendors listed on master price agreements (“MPA”) a contract administrative fee not to exceed one percent (1%) of the total value of the annual spend against their MPA contracts. All contract administrative fees collected from MPA vendors shall be deposited into a restricted receipt account which shall be used for the purposes of implementing and maintaining an online eProcurement system and other costs related to State procurement. In accordance with this legislative initiative the Division of Purchases is upgrading the State procurement system through the purchase and installation of an eProcurement system. The contract administrative fee shall be applicable to all purchase orders issued relative to State MPA contracts. Therefore, effective January 1, 2020 all MPA contracts shall be assessed the 1% contract administrative fee.

OE Standard Specifications - Vendor Assessment

SECTION 1. INTRODUCTION & INSTRUCTION AND NOTIFICATIONS TO VENDORS

This Open Enrollment ("OE") solicitation will be used to establish a list of qualified vendors for a Master Price Agreement ("MPA"). This OE may be awarded to one (1) or more qualified vendors at the sole discretion of the Division of Purchases. There is no guarantee of any level of purchasing activity by the State to any vendors listed on this OE. In other words, inclusion on the qualified vendor(s) list resulting from this solicitation shall not be construed as a guarantee of a vendor being selected by user agencies, nor a commitment by the Division of Purchases that a vendor will receive business from the State, or its subdivisions. Services are sought on an "as-needed" basis. Once need has been determined, utilization will be based on a number of factors, including, but not limited to price, expertise, and vendor availability. Selection of a vendor from the approved OE list is at the sole discretion of the user agency.

Through this OE solicitation vendors are permitted to submit a proposal to be considered for inclusion on the list at any time. All vendor proposals shall be evaluated under terms and conditions set forth in this solicitation. Proposals submitted after the initial submission date will be reviewed at the convenience of the State. If a vendor's proposal is accepted, the vendor shall be placed on the qualified vendors list. If a vendor is further selected for a specific project pursuant to this OE, a purchase agreement will be issued subject to the terms and conditions stated herein. The Division of Purchases may renew the OE on an annual basis or may cancel it at any time at Division of Purchase's convenience.

The Division of Purchases has the authority in its sole discretion to remove a vendor from the OE list if it is non-responsive to agency requests. The Division of Purchases reserves the right to review vendor qualifications on an ongoing basis and remove any vendor from the OE in its sole discretion.

Vendors on the approved OE list can be utilized by any State agency, and as a requirement of this solicitation, may also be utilized by quasi-governmental organizations, Rhode Island municipalities, and the Legislative and Judicial branches of Rhode Island government.

Vendor responses to this OE solicitation shall be evaluated on the basis of the relative merits of the proposal; there will be no public opening and reading of responses received by the Division of Purchases pursuant to this solicitation other than to announce the names of vendors who have submitted proposals.

Instructions and Notifications to Vendors

1. Potential vendors are advised to review all sections of this solicitation carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this solicitation are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this solicitation may be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this solicitation or for providing oral or written clarification of its content, shall be borne by the vendor. The State assumes no responsibility for these costs even if the solicitation is cancelled or continued.
4. Proposals are considered to be irrevocable for a period of not less than 180 days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated in the proposal.
6. It is intended that an award pursuant to this solicitation will be made to a prime vendor, or prime vendors in the various categories, who will assume responsibility for all aspects of the work. Subcontracts are permitted, provided that their use is clearly indicated in the vendor's proposal and the subcontractor(s) to be used is identified in the proposal.
7. The purchase of goods and/or services under an award made pursuant to this solicitation will be contingent on the availability of appropriated funds.
8. Vendors are advised that all materials submitted to the Division of Purchases for consideration in response to this solicitation may be considered to be public records as defined in R. I. Gen. Laws § 38-2-1, *et seq.* and may be released for inspection upon request once an award has been made. Any information submitted in response to this solicitation that a vendor believes are trade secrets or commercial or financial information which is of a privileged or confidential nature should be clearly marked as such. The vendor should provide a brief explanation as to why each portion of information that is marked should be withheld from public disclosure. Vendors are advised that the Division of Purchases may release records marked confidential by a vendor upon a public records request if the State determines the marked information does not fall within the category of trade secrets or commercial or financial information which is of a privileged or confidential nature.
9. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this solicitation.
10. By submission of proposals in response to this solicitation vendors agree to comply with R. I. General Laws § 28-5.1-10 which mandates that vendors/subcontractors doing business with the State of Rhode Island exercise the same commitment to equal opportunity as prevails under Federal contracts controlled by Federal Executive Orders 11246, 11625 and 11375.

Vendors are required to ensure that they, and any subcontractors awarded a subcontract under this solicitation, undertake or continue programs to ensure that minority group members, women, and persons with disabilities are afforded equal employment opportunities without discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability.

Vendors and subcontractors who do more than \$10,000 in government business in one year are prohibited from engaging in employment discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability, and are required to submit an "Affirmative Action Policy Statement."

Vendors with 50 or more employees and \$50,000 or more in government contracts must prepare a written "Affirmative Action Plan" prior to issuance of a purchase order.

a. For these purposes, equal opportunity shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, termination, and rates of pay or other forms of compensation.

b. Vendors further agree, where applicable, to complete the "Contract Compliance Report" (<http://odeo.ri.gov/documents/odeo-eeo-contract-compliancereport.pdf>), as well as the "Certificate of Compliance" (<http://odeo.ri.gov/documents/odeo-eeo-certificate-of-compliance.pdf>), and submit both documents, along with their Affirmative Action Plan or an Affirmative Action Policy Statement, prior to issuance of a purchase order.

For further information, contact the Rhode Island Equal Employment Opportunity Office, at <http://odeo.ri.gov/offices/eoo/> or via e-mail at ODEO.EOO@doa.ri.gov

11. In accordance with R. I. Gen. Laws § 7-1.2-1401 no foreign corporation has the right to transact business in Rhode Island until it has procured a certificate of authority so to do from the Secretary of State. This is a requirement only of the successful vendor(s). For further information, contact the Secretary of State at (401-222-3040)

12. In accordance with RI Gen. Law § 37-14.1-1, it is the policy of the State of Rhode Island to support the fullest possible participation of firms owned and controlled by minorities (MBEs), women (WBEs) and veterans (VBEs). Pursuant to §§ 37-14.1-2 and 37-14.1-6, MBEs, WBEs and VBEs shall be included in all state purchasing, including, but not limited to, the procurement of goods, services, construction projects, or contracts funded in whole or in part with state funds, or funds which, in accordance with a federal grant or otherwise, the state expends or administers. MBEs, WBEs and VBEs shall be awarded a minimum of ten percent (10%) of the dollar value of the entire procurement or project. Vendors should be aware that each time an award is issued off this Master Price Agreement, an MBE Utilization Plan shall be submitted to the Office of Diversity, Equity and Opportunity for review and approval. Please note that MBE participation credit shall only be granted for firms duly certified as MBEs, WBEs and VBEs by the State of Rhode Island, Department of Administration, Office of Diversity, Equity and Opportunity, MBE Compliance Office (MBECO). The current directory of firms certified as MBEs, WBEs or VBEs may be accessed at <http://odeo.ri.gov/offices/mbeco/mbe-wbe.php> or by contacting Dorinda Keene at the MBECO at (401) 574-8670 or via email at Dorinda.Keene@doa.ri.gov.

Insurance Requirements

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) (**marked with an "X"**):

General Requirements:

- a) ☒ Liability - combined single limit of \$1,000,000 per occurrence, \$1,000,000 general aggregate and \$1,000,000 products/completed operations aggregate.
- b) ☒ Workers compensation - \$100,000 each accident, \$100,000 disease or policy limit and \$100,000 each employee.
- c) ☒ Automobile liability - \$1,000,000 each occurrence combined single limit.
- d) ☐ Crime - \$500,000 per occurrence or 50% of contract amount, whichever is greater.

Professional Services:

- e) ☐ Professional liability ("errors and omissions") - \$2,000,000 per occurrence, \$2,000,000 annual aggregate.
- f) ☐ Environmental/Pollution Liability when past, present or future hazard is possible - \$1,000,000 per occurrence and \$2,000,000 aggregate.
- g) ☐ Working with Children, Elderly or Disabled Persons – Physical Abuse and Molestation Liability Insurance - \$1 Million per occurrence.

Information Technology and/or Cyber/Privacy:

- h) ☐ 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.
- i) ☐ Information Technology Cyber/Privacy – minimum limits of \$5,000,000 per occurrence and \$5,000,000 annual aggregate. If Contract Party provides:
 - 1) ☐ key back office services Contract Party shall have a minimum limit of \$10,000,000 per occurrence and \$10,000,000 annual aggregate;
 - 2) ☐ if Contract Party has access to Protected Health Information as defined in HIPAA and its implementing regulations, Personal Information as defined 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,
 - 3) ☐ 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):

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

***SECTIONS 2 - 6. STANDARD OE SOLICITATION
SPECIFICATIONS***

SECTION 2. AGENCY SOLICITATION SPECIFICATIONS

See the “Overview” tab of this solicitation for the Agency Solicitations Specifications document which includes the following:

- Section A. Background
- Section B. Scope of Work and Requirements
- Section C. Proposal
- Section D. Evaluation and Selection – Solicitation Specific
- Additional sections may be provided, as necessary

SECTION 3: EVALUATION AND SELECTION - STANDARD

Proposals shall be reviewed by the Division of Purchases on a “Pass/Fail” basis. All criteria must receive a “Pass” determination for a vendor’s potential inclusion on the resulting OE MPA’s qualified vendor list. Any criteria with a “Fail” determination will not be reviewed further and the vendor will be dropped from consideration.

The Division of Purchases reserves the right to select the vendor(s) or firm(s) (“vendor”) that it deems to be most qualified to provide the goods and/or services as specified herein; and, conversely, reserves the right to cancel the solicitation in its entirety in its sole discretion.

Determinations shall be assigned based on the vendor’s clear demonstration of the ability to provide the requested goods and/or services. Vendors may be required to submit additional written information or be asked to make an oral presentation before the Division of Purchases to clarify statements made in the proposal.

A. Vendor Qualifications Assessment Evaluation:

See the “Agency Solicitation Specifications” document provided on the “Overview” tab on this solicitation in Ocean State Procures™ for details.

B. Price Quotes

If/when an agency has a specific project which requires the services of an OE vendor as described in this solicitation, the agency shall issue a scope of work (mini-bid) to the vendor(s) on the qualified OE vendor(s) list for price quotes. Quotes then shall be evaluated by the agency. If there are MBE/WBE/VBE certified vendors on the qualified OE vendors list, a minimum of one (1) of the three (3) quotes shall be from a MBE/WBE/VBE certified vendor(s). Vendors contacted for a quote are required to provide a quote timely.

If the agency provides a quote template, then vendors shall use the template as provided and formatted. Any time and material rates for services shall be provided in a separate quote and shall be considered by the agency and incorporated into the agreement. Any rates provided represent a maximum rate and nothing herein prevents the agency from comparing rates between vendors and or conducting a subsequent Mini Bid between qualified OE list vendors to get the best price possible for a specific project. The agency may rank and/or give preference to vendors with the lowest rates provided.

NOTE: See “Agency Solicitation Specifications” document, "Section D. Evaluation and Selection – Solicitation Specific" on the “Overview” tab of this solicitation for further evaluation information.

SECTION 4. PROPOSAL CONTENTS

Proposal responses must include response to the questionnaires as indicated below on the “Questionnaire” tab in Ocean State Procures™. Any additional, related supporting documentation may be uploaded to the “Attach Documents” tab. Any proposals submitted incorrectly may be deemed non-responsive.

A. Proposals shall include the following:

1. *Respond to the required “Questionnaire” tab with:*

- a. One completed Vendor Certification Cover Form questionnaire.
- b. One completed Vendor Qualifications Assessment questionnaire.

B. Formatting of proposal response contents should consist of the following:

1. Formatting of Files – File(s) are required for the response. All files submitted must be labeled with:

- a. Vendor’s name
- b. Solicitation #
- c. File Name

Vendors are responsible for testing their files before submission as the Division of Purchase’s inability to open or read a file may be grounds for rejection of a vendor’s proposal. All files should be readable and submitted with no instructions to download files from any external resource(s). If a file is partial, corrupt or unreadable, the Division of Purchases may consider it “non-responsive”. Please note that files submitted, shall not be returned.

2. Formatting of written documents:

1. For clarity, proposal documents shall be type-written. All proposal documents shall be formatted to single-space, with 1” margins on 8.5”x 11” paper setting using a font of 12-point Times New Roman.

2.All pages of the proposal are to be sequentially numbered in the footer, starting with number 1 on the first page of the narrative (this does not include the cover page or table of contents) through to the end, including all forms and attachments. The vendor's name should appear on every page, including attachments. Each attachment should be referenced appropriately within the proposal section and the attachment title should reference the proposal section it is applicable to.

3.If the solicitation includes a proposal template for vendor use, it shall be typed using the formatting provided in the template.

SECTION 5. PROPOSAL SUBMISSION

Vendors must submit proposals in response to this solicitation electronically in Ocean State Procures™ on or before the date and time listed on the "Overview" tab. Ocean State Procures™ will accept no submissions after the date/time listed in the "Overview" tab. Proposals must be uploaded to Ocean State Procures™ at <https://webprocure.perfect.com/login> as indicated above.

NOTE: Proposals misdirected to other State locations or those not presented to the Division of Purchases in Ocean State Procures™ by the scheduled due date and time shall be determined to be late and shall not be accepted. Proposals mailed, hand-delivered, faxed or emailed to the Division of Purchases shall not be accepted. The official time clock is online in Ocean State Procures™. Vendors are solely responsible for having proper internet connectivity, browser compatibility, and/or a functioning computer system for use of Ocean State Procures™.

SECTION 6: CONCLUDING STATEMENTS

Notwithstanding the above, the Division of Purchases reserves the right to award on the basis of cost alone, to accept or reject any or all proposals, and to award in the State's 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.

If a Vendor is selected for an award, no work is to commence until a purchase order is issued by the Division of Purchases.

The State's General Conditions of Purchase shall be the contractual terms and conditions between the parties upon issuance of a Purchase Order by the Division of Purchases. The State's General Conditions of Purchase can be found at <https://rules.sos.ri.gov/regulations/part/220-30-00-13> and addenda can be found at <https://ridop.ri.gov/rules-regulations/>.)

Public Works Forms, Requirements and Clauses

Public Works - Contractors Registration

When preparing bid documents, vendors must comply with R. I. Gen.Laws § 5-65-23 which requires inclusion on the bid form of the vendors applicable license number.

In accordance with R. I. Gen. Laws § 5-65-23 the vendors must have and maintain a valid certificate of registration issued by the Rhode Island Contractors' Registration Board throughout the term of the contract awarded pursuant to this solicitation and ensure that its subcontractors, unless exempt from registration, also obtain and maintain valid certificates of registration.

Public Works Prevailing Wage Requirements (37-13-1 ET SEQ.)

<https://dlt.ri.gov/documents/pdf/wrs/ContractAddState0713.pdf>

Upload Public Works Prevailing Wage Requirement

Please attach the completed Prevailing Wage Requirement document.

MBE Requirements

Submission of proposals in response to this Solicitation, vendors agree to comply with R. I. General Laws § 28-5.1-10 which mandates that vendors/subcontractors doing business with the State of Rhode Island exercise the same commitment to equal opportunity as prevails under Federal contracts controlled by Federal Executive Orders 11246, 11625 and 11375.

Vendors are required to ensure that they, and any subcontractors awarded a subcontract under this Phased Solicitation, undertake or continue programs to ensure that minority group members, women, veterans, and persons with disabilities are afforded equal employment opportunities without discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability.

Vendors and subcontractors who do more than \$10,000 in government business in one year are prohibited from engaging in employment discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability, and are required to submit an "Affirmative Action Policy Statement."

Vendors with 50 or more employees and \$50,000 or more in government contracts must prepare a written "Affirmative Action Plan" prior to issuance of a purchase order.

a. For these purposes, equal opportunity shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, termination, and rates of pay or other forms of compensation.

b. Vendors further agree, where applicable, to complete the "Contract Compliance Report" (<http://odeo.ri.gov/documents/odeo-eeo-contract-compliance-report.pdf>), as well as the "Certificate of Compliance" (<http://odeo.ri.gov/documents/odeo-eeo-certificate-of-compliance.pdf>), and submit both documents, along with their Affirmative Action Plan or an Affirmative Action Policy Statement, prior to issuance of a purchase order. For public works projects vendors and all subcontractors must submit a "Monthly Utilization Report" (<http://odeo.ri.gov/documents/monthly-employment-utilization-report-form.xlsx>) to the ODEO/State Equal Opportunity Office, which identifies the workforce actually utilized on the project.

For further information, contact the Rhode Island Equal Employment Opportunity Office, at 222-3090 or via e-mail at ODEO.EEO@doa.ri.gov.

In accordance with R. I. Gen. Laws §§ 37-14.1-1 and 37-2.2-1 it is the policy of the State to support the fullest possible participation of vendors owned and controlled by minorities (MBEs) and women (WBEs), veterans (VBEs) and to support the fullest possible participation of small disadvantaged businesses owned and controlled by persons with disabilities (Disability Business Enterprises a/k/a "DisBE")(collectively, MBEs, WBEs, VBEs and DisBEs are referred to herein as ISBEs) in the performance of State procurements and projects. As part of the evaluation process, vendors will be scored and receive points based upon their proposed ISBE utilization rate in accordance with 150-RICR-90-10-1, "Regulations Governing Participation by Small Business Enterprises in State Purchases of Goods and Services and Public Works Projects". As a condition of contract award vendors shall agree to meet or exceed their proposed ISBE utilization rate and that the rate shall apply to the total contract price, inclusive of all modifications and amendments. Vendors shall submit their ISBE participation rate on the attached form entitled "MBE, WBE, VBE and/or DisBE Plan Form", which shall be submitted in a separate file as part of the proposal. ISBE participation credit will only be granted for ISBEs that are duly certified as MBEs, WBEs, or VBEs by the State of Rhode Island, Department of Administration, Office of Diversity, Equity and Opportunity or vendors certified as DisBEs by the Governor's Commission on Disabilities. The current directory of vendors certified as MBEs, WBEs, or VBEs may be accessed at <http://odeo.ri.gov/offices/mbeco/mbe-wbe.php>. Information regarding DisBEs may be accessed at www.gcd.ri.gov.

For further information, visit the Office of Diversity, Equity & Opportunity's website, at <http://odeo.ri.gov/> and see R.I. Gen. Laws Ch. 37-14.1, R.I. Gen. Laws Ch. 37-2.2, and 150-RICR-90-10-1. The Office of Diversity, Equity & Opportunity may be contacted at, (401) 574-8670 or via email Dorinda.Keene@doa.ri.gov

Requirements Acknowledgement

Acknowledge you have read all the requirements by selecting yes/no

Vendor Solicitation Contact

Company Street Address

City, State & Zip Code

Contact Email

phone (include extension)

Questionnaire:

Vendor Certification Form

Description: Vendors must respond to every statement. Vendors must provide all relevant information. Bid proposals submitted without a complete response may be deemed nonresponsive.

Disclosures 1. State whether the Vendor, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Vendor 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 in Disclosures #5.

Type	YES/NO
Is Required	Y

Disclosures 2. State whether the Vendor, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Vendor 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 in Disclosures #5.

Type	YES/NO
Is Required	Y

Disclosures 3. State whether the Vendor, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Vendor 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 in Disclosures #5.

Type	YES/NO
Is Required	Y

Disclosures 4. State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Vendor 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. If "Yes," provide details below in Disclosures #5.

Type YES/NO
Is Required Y

Disclosures 5. Disclosure Details - If a "Yes" was provided in Disclosures 1-4, provide details here (attach document if additional space needed) - OR - Type "N/A" if all responses were "No".

Type TEXT
Is Required Y

Ownership Disclosure 1. If the Vendor is publicly held, the Vendor 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 Vendor; otherwise, complete ownership disclosure is required. List each officer, director, manager, stockholder, member, partner, or other owner or principle of the Vendor, and each intermediate parent company and the ultimate parent company of the Vendor. For each individual, provide his or her name, business address, principal occupation, position with the Vendor, and the percentage of ownership, if any, he or she holds in the Vendor, and each intermediate parent company and the ultimate parent company of the Vendor (attach document if additional space needed).

Type TEXT
Is Required Y

Certifications 1. The Vendor 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. If "No," provide details below in Certifications #12.

Type YES/NO

Is Required Y

Certifications 2. The Vendor 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 Vendor shall immediately notify the State Purchasing Agent in writing. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 3. The Vendor 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 Vendor will immediately notify the State Purchasing Agent in writing. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 4. The Vendor 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 Vendor Certification may be grounds for suspension, debarment, and/or prosecution for fraud. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 5. The Vendor 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 Vendor 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. If “No,” provide details below in Certifications #12.

Type	YES/NO
Is Required	Y

Certifications 6. This bid proposal is not a collusive bid proposal. Neither the Vendor, 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 vendor 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 vendor or person to fix the price or prices in the bid proposal or the bid proposal of any other vendor, or to fix any overhead, profit, or cost component of the bid price in the bid proposal or the bid proposal of any other vendor, 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 Vendor, its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents. If “No,” provide details below in Certifications #12.

Type	YES/NO
Is Required	Y

Certifications 7. The Vendor: (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). If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 8. The Vendor will comply with all of the laws that are incorporated into and/or applicable to any contract with the State of Rhode Island. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 9. Vendor certifies that it is not currently engaged in and shall not during the duration of the contract (if awarded) engage in the boycott of any person, firm, or entity based in or doing business with any jurisdiction with whom the State of Rhode Island can enjoy open trade. Nor shall vendor participate in the boycott of any public agencies, entities, or instrumentalities of any jurisdiction with whom the State of Rhode Island can enjoy open trade. For the purposes of this certification "jurisdiction with whom the State of Rhode Island can enjoy open trade" means national governments who are members of the World Trade Organization. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 10. Vendor has complied with and, if awarded a contract with the State of Rhode Island shall promptly comply with, the reporting requirements of the "Reporting of Political Contributions by State Vendors Act", R. I. Gen. Laws § 17-27-1, et seq. If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 11. Vendor has read and accepts the State of Rhode Island's General Conditions of Purchase which shall be the contractual terms and conditions between the parties upon issuance of a Purchase Order by the Division of Purchases. The State's General Conditions of Purchase can be found at <https://rules.sos.ri.gov/regulations/part/220-30-00-13> and addenda can be found at <https://ridop.ri.gov/rules-regulations/>.) If "No," provide details below in Certifications #12.

Type YES/NO
Is Required Y

Certifications 12. Certifications Details - If a "No" was provided in Certifications 1-11, provide details here (attach document if additional space needed) - OR - Type "N/A" if all responses were "Yes".

Type TEXT
Is Required Y

Acknowledgement 1. Submission by the Vendor 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 Vendor certifies that: (1) the Vendor 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 Vendor Certification Cover Form) is accurate and complete. The Vendor acknowledges that the terms and conditions of this solicitation and the bid proposal will be incorporated into any contract awarded to the Vendor 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 Vendor.

Type YES/NO
Is Required Y

Acknowledgement 2. Name and Date - Enter name of vendor representative submitting this form with date.

Type	TEXT
Is Required	Y

Documents:

OEV21000787 Scope of Work.pdf

OEV21000787 Assessment Form.docx

Item Specifications

Solicitation has been designated as having no line items.

