



**RHODE ISLAND
COLLEGE**

PURCHASING DEPARTMENT
600 Mt. Pleasant Avenue, Building #5
Providence, Rhode Island 02908
Phone: 401-456-8047 Fax: 401-456-8528

BID/PROPOSAL

SOLICITATION NUMBER: 44653
SOLICITATION TITLE: Food Composting Collection and Removal Services - RIC
BID PROPOSAL SUBMISSION DEADLINE: AUGUST 18, 2025 @ 2:00 PM (EST)

NOTICE TO VENDORS:

Note to Bidders: Questions concerning this solicitation may be emailed to jcimorelli@ric.edu no later than August 7, 2025 @ 2:00 PM (EST). Please reference the Bid # on all correspondence. Questions received if any, will be posted on the internet as an addendum to this solicitation. It is the responsibility of all interested parties to download the information.

FEIN: _____
COMPANY NAME: _____
ADDRESS: _____
CITY, STATE & ZIP: _____
CONTACT PERSON: _____
TITLE: _____
TELEPHONE: _____
E-MAIL ADDRESS: _____

Bid proposals must be accompanied by the included three-page Bidder Certification Form. The form must be completed in full and signed in order to be considered responsive.

PRINT NAME AND TITLE:

TELEPHONE NUMBER/E-MAIL ADDRESS

SIGNATURE

DATE

NOTICE TO VENDORS:
BIDDER CERTIFICATION COVER FORM

ALL CONTRACT AWARDS ARE SUBJECT TO THE FOLLOWING DISCLOSURES & CERTIFICATIONS

A person authorized to enter into contracts must sign the offer and attest to the accuracy of all statements. Incomplete certification forms are grounds for disqualification of offer.

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 1-3, and if "Yes," provide details below. Complete Disclosure 4.

____ 1. State whether the Bidder, or any owner, officer, director, manager, stockholder, member, partner, or principal thereof, or any subsidiary or affiliated company has been subject to suspension or debarment by any federal, state, or municipal government agency, authority, or the subject of criminal prosecution, or convicted of a criminal offense within the previous 5 years. If "Yes," provide details below.

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

____ 3. State whether your company or any owner, officer, director, stockholder, member, partner, or principal thereof, or any subsidiary or affiliated company, 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.

____ 4. 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):

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:

____ 1. I/we certify that I/we will immediately disclose, in writing, to the College Purchasing Agent any potential conflict of interest which may occur during the course of the engagement authorized pursuant to this contract.

____ 2. I/we acknowledge that, in accordance with (1) Chapter §37-2-54(c) of the Rhode Island General Laws "no purchase or contract shall be binding on the state or any agency thereof unless approved by the Department [of Administration] or made under general regulations which the Chief Purchasing Officer may prescribe," and (2) RIGL section §37-2-7(16) which identifies the RIC as a public agency and gives binding contractual authority to the Rhode Island College Purchasing Agent, including change orders and other types of contracts and under State Purchasing Regulation 8.2.B any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of Rhode Island College may be disregarded and shall not be binding on Rhode Island College.

____ 3. I/we certify that I or my/our firm possesses all licenses required by Federal and State laws and regulations as they pertain to the requirements of the solicitation and offer made herein and shall maintain such required license(s) during the

entire course of the contract resulting from the offer contained herein and, should my/our license lapse or be suspended, I/we shall immediately inform the Rhode Island College Purchasing Agent in writing of such circumstance.

____ 4. I/we certify that I/we will maintain required insurance during the entire course of the contract resulting from the offer contained herein and, should my/our insurance lapse or be suspended, I/we shall immediately inform the Rhode Island College Purchasing Agent in writing of such circumstance.

____ 5. I/we certify that I/we understand that falsification of any information herein or failure to notify the Rhode Island College Purchasing Agent as certified herein may be grounds for suspension, debarment and/or prosecution for fraud.

____ 6. This bid proposal is not a collusive bid proposal. Neither the Bidder, nor any of its owners, stockholders, members, partners, principles, 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.

____ 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.

____ 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):

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 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: _____

Name of Bidder

Signature in ink

Printed name and title of person signing on behalf of Bidder

BID/RFQ Instructions

RFQ #44653

COMMODITY: **Food Composting Collection and Removal Services – Rhode Island College**

a. Rules for submitting offers:

1. Bid response must be submitted using Rhode Island College (RIC) Bid Form. Any other form submitted will be considered non-responsive and will be disqualified.
2. Vendor name must appear on all pages.
3. If bidding on any item, the entire bid must be returned.
4. Submitting a Bid
 - Via email: A complete, signed bid/offer package, including a completed three-page RIC bidder certification form/contract offer

Attach said PDF files can be sent to the email with the subject line of the specific BID/RFQ number and the date and time of bid closing.

Email to: [j cimorelli@ric.edu](mailto:jcimorelli@ric.edu)

Proposals mailed follow that same submittal procedure referenced above and can be mailed to:

Rhode Island College
Purchasing Office, Building #5
600 Mt. Pleasant Avenue
Providence, RI 02908

5. Bids misdirected to other locations, or which are not present at the RIC Purchasing Office at the time of closing for whatever cause will be considered to be late and will not be opened. For this requirement, the official time and date shall be that of the time clock (Eastern Standard Time) in the Purchasing Office of RIC.
Mail proposals to the following address
 6. Failure to complete forms as instructed may be grounds for disqualification.
 7. Questions regarding bid procedure should be emailed to the Purchasing Office at [j cimorelli@ric.edu](mailto:jcimorelli@ric.edu); RIC bid number must appear on the subject line.
- b. RIC is a State Agency and as such Rhode Island's State Purchasing Laws and Regulations and other State Laws including the State of Rhode Island General Conditions of Purchase (220-RICR-30-00-13 are applicable to all procurements. The regulations, General Terms and Conditions are incorporated into all Rhode Island College contracts. The General Conditions of Purchase can be viewed at <https://rules.sos.ri.gov/regulations/part/220-30-00-13>.
1. Any questions regarding the above should be asked during the Question and Answer period.
 2. Any concerns must be submitted along with the bid response and may result in disqualification.

Rhode Island College Bidder Certification Form

NOTICE TO OFFERORS

This three-page Rhode Island College (RIC) Bidder Certification Form/Contract Offer **must** be attached to the front of the offer and shall be considered an integral part of each offer made by a vendor to enter into a contract with RIC. As such, submittal of the entire Rhode Island College Bidder Certification Form/Contract Offer, signed by a duly authorized representative of the offeror attesting to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award. Offers received without the entire completed three-page form attached may result in offer disqualification.

Other Provisions and Procedures

To assure maximum access opportunities for users, public bid/RFP notices shall be posted on the Rhode Island Division of Purchases Website (<https://ridop.ri.gov/>) **RIVIP External Solicitations, Other Solicitation Opportunities** for a minimum of seven days and no amendments shall be made within the last five days before the date an offer is due.

Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation), and may not be withdrawn, except with the express permission of the College Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. After an award has been made, failure to meet all requirements of this invitation may result in a determination of default. Payments for partial delivery will not be made, except where expressly provided herein.

Unless specified “no substitute,” product offerings equivalent in quality and performance will be considered (at the sole option of the College) on the condition that the offer is accompanied by detailed product specifications.

The College reserves the right to (a) make awards on the basis that best serves the interest of RIC, individual items, total low, etc., and (b) reject any and all bids in whole or in part. Prices quoted are N30, FOB DESTINATION, less federal/state tax.

VENDOR AUTHORIZATION TO PROCEED. When a purchase order or change order is issued by Rhode Island College, no claim for payment for services rendered or goods delivered contrary to or in excess of the contract terms and scope shall be considered valid unless the vendor has obtained a written change order issued by Rhode Island College **PRIOR TO** delivery.

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

Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island.

This solicitation and any contract or purchase order arising from it is issued in accordance with the specific requirements described herein, and the State’s Purchasing Laws and Regulations and other applicable State Laws, including the State of Rhode Island General Conditions of Purchase (220-RICR-30-00-13). The regulations, General Terms and Conditions are incorporated into all of Rhode Island College contracts. The General Conditions of Purchase can be viewed at <https://rules.sos.ri.gov/regulations/part/220-30-00-13>.

Offerors are advised that all materials submitted to the College for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the

Rhode Island General Laws, and will be released for inspection upon written request once an award has been made.

Provisions of State labor laws concerning payment of prevailing wage rates, issued by the R.I. Department of Labor and Training, shall apply for contracts involving public works construction, alteration, or building repair work.

In accordance with Title 7 Chapter 1.1-99 of the Rhode Island General Laws, foreign corporations (a corporation established other than in Rhode Island) must be qualified to transact business in this state.

State Equal Employment Opportunity Compliance certificate and agreement procedures will apply to all awards for supplies or services valued at \$10,000 and more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1 of the Rhode Island General Laws, also apply. For further information, contact the State MBE Administrator at (401) 574-8253 or MBE.Compliance@doa.ri.gov, visit the website <https://dedi.ri.gov/>.

CONTRACT TERM:

The initial contract period will begin approximately September 1, 2025, to August 31, 2028, contingent on funding.

BACKGROUND:

Rhode Island College Dining Services provides meals to approximately 6,500 students, faculty and staff, seven (7) days a week. Facilities include a food court dining hub with seven (7) concepts, one (1) Café offering food and beverage and full-service catering for the campus.

SCOPE OF WORK AND REQUIREMENTS:

The supplier is required to supply three (3) forty-eight (48) gallon Yellow containers (toters) with wheels and covers to be located at the Donovan Dining Center loading dock area clearly labeled as "COMPOST ONLY".

The supplier is expected to collect these toters at least three times a week. These containers (toters) shall be emptied by the vendor Monday's, Wednesday's and Friday's, with the option of additional pickups upon request by the agency.

The supplier has the option to replace used toters with clean ones or empty the existing toters by transferring their contents directly into a truck on-site. It is mandatory that all toters be thoroughly washed by the supplier before returning them to the designated loading dock areas. If a toter becomes damaged or odorous, the toter shall be replaced on an as-needed basis.

The toters shall be designed to handle liquids and wet food waste and shall be rated to 300 pounds each. Toters shall contain a mix of liquids, organic waste such as fruit, vegetables, grains, dairy, raw or cooked meat, bones, fish etc. as well as paper products such as napkins or paper towels. Cardboard, plastic, Styrofoam, chemicals and metal shall not be placed in the toters by dining center personnel.

LICENSING AND COMPLIANCE REQUIREMENTS:

The supplier must ensure the transportation of compost material to a licensed compost facility, in compliance with Rhode Island state law. As part of their bid submission, suppliers are required to provide proof of the following:

Solid Waste Management Facility License: Proof of a valid license issued by the Rhode Island Department of Environmental Management (RIDEM) for operating a composting facility.

Composting Facility Registration or Permit: Documentation confirming registration or possession of a permit from RIDEM specific to operating in Rhode Island.

Transporter Permit: A valid permit confirming compliance with state regulations for transporting waste to authorized composting facilities.

Suppliers must ensure that all activities related to waste collection, transportation, and composting adhere to state environmental regulations. Documentation for all required licenses and permits must be submitted as part of the bidding process to be considered for selection.

ADDITIONAL CONDITIONS

BLANKET BID:

(A) a single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the Rhode Island College. (B) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordered during the period. Deliveries will be billed from the single firm, awarded unit price quoted regardless of the quantities ordered. (C) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (D) Bids for single items and/or a small percentage of total items listed may, at the state's sole option, be rejected as being non-responsive to the intent of this request.

MULTI YEAR

This is a multi-year bid/contract. Continuation of the contract beyond the initial fiscal year will be at the discretion of the Rhode Island College. Termination may be affected by the College based upon determining factors such as unsatisfactory performance or the determination by the University to discontinue the goods/services, or to revise the scope and need for the type of goods/services and subject to the availability of funds.

LICENSE:

Successful bidder will be required to provide copies of all licenses, permits, etc. required by law before a purchase order is issued.

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):

General Requirements:

- Liability - combined single limit of \$1,000,000 per occurrence, \$1,000,000 general aggregate and \$1,000,000 products/completed operations aggregate.
- Workers compensation - \$100,000 each accident, \$100,000 disease or policy limit and \$100,000 each employee.
- Automobile liability - \$1,000,000 each occurrence combined single limit.
- Property - \$500,000 each occurrence, \$500,000 annual aggregate.
- Environmental Impairment - \$1 Million or 5% of contract amount, ("pollution control") whichever is greater.

Cost Proposal Form

Item Description	Qty	UOM	Period of Service	Unit Price	Total Price
FY 26 Toter - Price per toter emptied per pick up	432	Each	9/1/25 - 8/31/26		
FY 27 Toter - Price per toter emptied per pick up	432	Each	9/1/26 - 8/31/27		
FY 28 Toter - Price per toter emptied per pick up	432	Each	9/1/27 - 8/31/28		