



## State of Rhode Island and Providence Plantations

**Department of Transportation**  
**Division of Highway & Bridge Maintenance**  
**360 Lincoln Avenue**  
**Warwick, RI 02888-3030**

October 6, 2011

**Attention: Interested Suppliers of Snow/Ice Control Services**

**Subject: Registration Materials for 2011-2012 Winter Season  
Including Rate and Incentive Information**

Dear Madam or Sir:

It is once again that time of year to begin preparations for another winter season in Rhode Island. Last year, State and private plows removed over 50 inches of snow on average across the State during 22 events. The Department of Transportation is seeking interested suppliers to assist with snow and ice control services along the 3,300 lane miles of State highways.

Our 2011-2012 winter season rates have been updated to include several new pieces of equipment and accessories, which includes a *new 20% Green Equipment Incentive* for having an operating and functional AVL/GPRS closed loop spreader control system installed on trucks with a GVW greater than 16,000 pounds and spreader greater than 3.0 cubic yards. The Department is seeking to make more efficient use of salt and sand to reduce our overall winter operations costs and is willing to compensate private plow operators who are willing to enhance the capabilities of their equipment.

This season the Department will be instituting an 18% Fuel Adjustment which is applied to the base rate of all equipment and accessories, to help our vendors cover their increased fuel and maintenance costs.

Finally, our vendors will again have the opportunity to further increase their hourly rates by taking advantage of the early sign-up bonus. Any equipment which completes the registration process by **Monday, November 14<sup>th</sup>**, including submission of all required documentation and a valid equipment inspection, will be eligible to receive a *5% Early Sign-Up Incentive*.

The 2011-2012 registration package and application is available at all RIDOT Maintenance Facilities and Headquarters. You may also find the information and an electronic version of the application on the Department's website [www.dot.ri.gov](http://www.dot.ri.gov).

Should you have any questions regarding this registration process, please contact our Business Office at (401) 734-4832. We look forward to working with you toward the common goal of providing safe highway conditions for the Rhode Island motoring public.

Sincerely,

Paul R. Annarummo, P.E.  
Administrator



State of Rhode Island  
Department of Transportation  
Division of Highway & Bridge Maintenance  
360 Lincoln Avenue  
Warwick, Rhode Island 02888

## **SNOW PLOWING SERVICES NOTICE TO CONTRACTORS**

The Rhode Island Department of Transportation is accepting applications from private contractors to assist with winter operations on State highways.

Rates vary based upon vehicle weight, equipment and accessories.

An 18% Fuel Adjustment shall be applied to the hourly rate of all equipment and accessories to cover fuel and other operating expenses for the 2011-2012 winter season.

### **INCENTIVES**

5% EARLY REGISTRATION by Monday, November 14, 2011  
20% GREEN EQUIPMENT INCENTIVE for trucks\* equipped with  
AVL/GPRS Closed Loop Spreader Controls

\*Please visit our website to obtain the *Vendor Registration Package*, including a complete list of equipment and accessory rates, incentive bonus instructions and forms to be used for the 2011-2012 winter season.

[www.dot.ri.gov](http://www.dot.ri.gov)

For more information please call (401) 734-4832  
Monday – Friday, 8:30 a.m. – 4:00 p.m.

*The State of Rhode Island is an Equal Opportunity Employer*

Pursuant to Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d - 2000d-4 and 49 C.F.R. Part 21, the RI Department of Transportation hereby notifies all applicants that it will affirmatively insure that Disadvantaged Business Enterprises will be afforded full opportunity to respond to this advertisement and will not be discriminated against on the grounds of race, color, sex, national origin, age, or disability in consideration for an award.



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### Incentives

*Eligibility for compensation arrangements is as follows:*

#### **5% Early Sign-Up Incentive:**

1. Properly completed, original, notarized E-Form and all necessary documentation shall be submitted to and received by the RIDOT Division of Highway & Bridge Maintenance as described in the enclosed instruction **by 4:00PM on Monday, November 14<sup>th</sup>, 2011.**

#### **20% Green Equipment Incentive**

1. Properly installed and operational AVL/GPRS closed loop spreader control systems which allow for reporting of solid material (sand, salt and/or mix) in a printable format will be eligible. The equipment shall be acceptable to RIDOT in order to be eligible for this incentive. This bonus is only applicable to vehicles which exceed a GVW of 16,000 pounds and have a spreader larger than 3.0 cubic yards.
2. This bonus shall be added upon acceptance and approval by RIDOT and will be in effect for the remainder of the winter season.
3. RIDOT will maintain a preferred vendor call-in list for trucks which are equipped with an acceptable closed loop spreader control system.

The incentive for each inspected vehicle will remain in effect as long as the vehicle is **ready when called.** Vendors must reliably and consistently respond to calls for work from the Division of Highway & Bridge Maintenance in a timely manner throughout the winter season. If at any time the vehicle is not available, it will lose its incentive, and possibly subsequent work assignments, for the remainder of the winter season. Should there be extraordinary or extenuating circumstances, the vendor shall demonstrate this in correspondence directed to the Highway & Bridge Maintenance Division Administrator, whose management staff will determine whether to accept or reject such documentation. The decision of the Administrator will be final.



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### Inspections

1. All vehicles and related equipment/accessories shall be inspected prior to participating in the 2011-2012 winter season.
2. Each vehicle and related equipment/accessories shall pass an inspection by an authorized RIDOT designee at a local RIDOT Maintenance Facility. Vendors shall contact the facilities listed below in order to schedule an appointment. Inspections may take place Monday through Friday between the hours of 7:00AM – 2:00PM, with no inspections occurring on designated State holidays (Columbus Day, October 10; Veterans' Day, November 11; Thanksgiving Day, November 24; Christmas Day, December 26; New Year's Day, January 2; Dr. Martin Luther King, Jr. Day, January 16).
3. At the time of inspection, the owner must provide the RIDOT representative with an approved Certificate of Spreader Calibration. This form must be completed PRIOR to the RIDOT inspection.
4. Upon successful inspection, the RIDOT representative will approve the RIDOT Equipment Inspection Form and return it to the owner. This form shall then be included with the rest of the application package.

<b><u>Facility</u></b>	<b><u>Address</u></b>	<b><u>Telephone Number</u></b>
Belleville	439 Tower Hill Road, North Kingstown	(401) 884-3488
East Providence	691 Warren Avenue, East Providence	(401) 433-3112
Glocester	648 Putnam Pike, Glocester	(401) 568-4322
Hope Valley	51 Bank Street, Hope Valley	(401) 539-2916
Midstate	2400 New London Avenue, East Greenwich	(401) 826-0467
Smithfield	395 George Washington Hwy., Smithfield	(401) 231-4502
Portsmouth	171 Anthony Road, Portsmouth	(401) 683-1070



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### **2011 – 2012 Winter Season Owner/Vendor Agreement (I-Form)**

#### **Conditions Covering Compensation**

1. Hired equipment shall be required to punch a time card in and out of the facility reported to. Compensated time shall begin only when the hired equipment is on State time designated by the time card. In instances where the vendor is advised by the Department to report directly to the stockpile, his/her equipment may be “punched-in” by the clerk at the hiring facility when contacted by the operator or foreman at the stockpile. No compensatory time is allowed for the attachment or detachment of plowing equipment, travel, stand-by, breakdown, or meals.
2. Hired equipment shall meet or exceed minimum safety standards. Safety lighting on all hired equipment shall conform to Department requirements. The Department reserves the right to refuse the use of a piece of hired equipment if, in the opinion of the supervisor, the equipment is not able to do the job required. To qualify for approval your vehicle(s) shall pass an inspection with all equipment attached. The vendor shall contact one of the Department’s Maintenance Facilities to schedule this inspection.
3. To ensure adequate response, all vehicles shall be equipped with a mobile telephone. The contact information for each vehicle shall be supplied on the E-Form provided.
4. All vendors and operators are required to follow RIDOT’s instructions pertaining to snow and ice operations and only plow and apply materials along designated roadways. Failure to comply with RIDOT’s instructions and conditions shall be documented and may result in suspension or termination of this Agreement.
5. It is recommended that spreaders be equipped with automated synchronization (ground speed control) and adjustable controls in the cab of the truck.
6. All rates in this Agreement include the equipment, accessories, licensed qualified operators and operating costs, including but not limited to insurance, registration fees, maintenance, repairs and fuel. All equipment must arrive with fuel, in good working condition, and with all reimbursable accessories functioning properly.
7. In compliance with Title VI of the Civil Rights Act of 1964 and the Department’s Title VI/Nondiscrimination Program, no person shall, on the grounds of race, color, sex, national origin, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination.
8. Acceptable closed loop spreader control systems must be fully calibrated, ground speed oriented devices with AVL/GPRS, and provide the ability of reporting material application rates in pounds per lane mile in time increments of five minutes or less. RIDOT shall have full access to the reports whether via an internet connection or be provided with printable reports upon request. Calibrated application rates shall range from 50 – 500 pounds per lane mile, with the average rate of application of straight salt averaging between 225-250 pounds per lane mile.

**The following forms shall be completed by the Owner and submitted to the Department**

1. The E-Form, listing equipment and accessories that are available for hire by the State of Rhode Island, using the codes and rates found on the R-Form. The Owner shall sign the E-Form and have his/her signature notarized. The original E-Form shall be submitted to the Department for its use.
2. Enclose copies of valid registrations for vehicles and copies of bills of sale, titles or other proof of ownership for non-registered equipment.
3. Enclose a valid Certificate of Insurance from your insurance company designating:

RI Department of Transportation  
Highway & Bridge Maintenance Division  
360 Lincoln Avenue  
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as the holder, and also as Additional Insured. The Certificate of Insurance shall clearly show itemized coverage of commercial insurance coverage for:

- a. General Liability of at least \$1,000,000.00 (One million dollars) for off-road equipment (e.g. loaders, excavators, backhoes)
  - b. Auto Liability of at least \$1,000,000.00 (One million dollars) for on-road equipment (e.g. pick-ups, 6-wheelers, 10-wheelers)
  - c. Worker's Compensation
4. The Department shall be notified of any and all changes made involving vehicles and/or accessories and/or changes of address.
  5. Vendors who do not supply the necessary forms and information will not be eligible for service.

**Reporting to Work and Payment Processing**

1. When a vendor is called to start work, they will be offered a minimum of four (4) hours of work. Their driver shall "punch-in" within one (1) hour of the vendor's receiving the call to report. Failure to report within one (1) hour of call-in will annul the four hour minimum guarantee.
2. When a vendor is notified to end work, RIDOT personnel will simultaneously "punch-out" the time card.
3. At the end of each event, all vendors and operators are required to return to their designated stockpile and return any unused material, if applicable. Applying excess material onto the roadway as a method of spinning off unused material is not allowed.
4. Time cards will be processed by the Department and its personnel will ensure payments are based upon the approved hourly rates and bonus percentages if applicable.
5. Invoices from the vendor will not be necessary.
6. In the event the vendor's equipment or accessory breaks down during a storm, its hourly rate will be adjusted to reflect the working equipment and/or accessories.

**Safety Requirements**

1. Any vendor or operator who must exit their vehicle for an emergency repair, or any other reason, within the State Highway Right of Way is required to wear a reflectorized ANSI Class III safety vest while outside their vehicle/equipment.
2. All vehicles and equipment utilized through this Agreement shall be equipped with the following minimum safety equipment:
  - a. One six-inch amber flashing light, mounted on the highest practical point of each vehicle. The light must be visible for a distance of 300 feet, during daylight hours, from the front,

rear and both sides of the vehicle. Vehicles that have a body or attachment that extends above the head of the cab must mount the lighting on a bracket or other device to extend the lighting above the body or attachment.

3. The owner is responsible to ensure that all vehicles conform to applicable USDOT and/or OSHA regulations pertaining to reverse signal alarms and lighting. For more information please refer to:
  - a. [29 CFR 1926.601-602](#)
  - b. [RIGL 31-24-31, Flashing Lights – Forward Viewing or Rotary Beam Lights](#)
  - c. [RIGL 31-24-46: Lights On Snow Removal Equipment](#)
  - d. The Federal Highway Administration has regulations that require employers with drivers of commercial vehicles to have an alcohol and drug-testing program in place. The specific provisions of the regulations are highly detailed and legally complex. RIDOT strongly urges each owner to review the regulations, which are cited as 49 CFR Part 382 ([www.fmcsa.dot.gov/rulesregs/fmcsr/regs/382.htm](http://www.fmcsa.dot.gov/rulesregs/fmcsr/regs/382.htm)).

### **License, Registration and Insurance Requirements**

1. The owner is required to verify the license status of all vehicle or equipment operators and is prohibited from using unlicensed operators in the performance of this Agreement. The owner is further obligated to report the loss, revocation or suspension of any operator's license between November 15<sup>th</sup> – April 15<sup>th</sup>
2. During the term of this agreement, each owner shall maintain a current vehicle registration for the specified equipment. Passenger vehicle registrations are not allowed on any vehicles listed. Out-of-state registrations are allowed, but they must meet all the requirements of the Rhode Island Division of Motor Vehicles and all other motor vehicle laws. The owner shall promptly forward a copy of any new or revised registration or insurance of listed equipment to the Maintenance District Superintendent.
3. The vendor shall be in compliance with the applicable provisions of the State Worker's Compensation Insurance. The owner agrees to accept all responsibility for liabilities incurred by the rented equipment during the term of operations to which it is assigned. The owner further agrees that the Rhode Island Department of Transportation, the Director, his agents, and employees shall be held harmless from any and all claims and actions whatsoever that arise from his/her operations.
4. The owner is responsible to ensure that all equipment listed in this Agreement is legally insured as required by all Rhode Island laws and regulations. Owners shall be responsible for damage to private property.

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**Winter 2011 - 2012**

**Hourly Rates for Hired Equipment Used for Snow and Ice Control**

Code	Equipment	Gross Weight Per Vehicle Registration	Hourly Base Rate
10000	Truck	5,500 - 8,500 GVW <sup>1</sup>	\$ 38.00
20000	Truck	8,501 - 10,999 GVW	\$ 42.00
30000	Truck	11,000 - 16,000 GVW	\$ 45.00
40000	Truck	16,001 - 27,000 GVW	\$ 50.00
50000	Truck	27,001 - 36,000 GVW	\$ 59.00
60000	Truck	36,001 - 45,000 GVW	\$ 62.00
70000	Truck	45,001 - 59,000 GVW	\$ 67.00
80000	Truck	59,001 GVW or Greater	\$ 71.00
90000	Front End Loader	2.5 CY - 3.9 CY	\$ 92.00
100000	Front End Loader	4.0 CY - 5.9 CY	\$ 103.00
110000	Front End Loader	6.0 Cubic Yards or Greater	\$ 115.00
200000	10 Wheel Dump	10 Wheel Dump - Hauling	\$ 65.00
210000	Tri-Axle Dump	Tri-Axle Dump - Hauling	\$ 70.00
220000	Trailer Dump	Trailer Dump - Hauling	\$ 75.00
230000	Excavator, Hydraulic	Bucket Capacity 1.0 - 2.5 CY	\$ 65.00

*Add the following amounts to equipment rates for these accessories:*

Code	Accessory	Add On
01	All Wheel Drive (Only for Codes 10000 - 80000)	\$ 7.00
10	Ground Speed Oriented Controls <sup>2</sup>	\$ 8.00
<b>Plows</b>		
100	Less than 9.0 Feet	\$ 4.00
200	9.0 Feet - 9.9 Feet	\$ 5.00
300	10.0 Feet - 10.9 Feet	\$ 7.00
400	11.0 Feet or Greater	\$ 9.00
500	Power Reversible Plow	\$ 2.00
600	Single Wing Plow	\$ 20.00
700	Double Wing Plow Combination	\$ 35.00
<b>Material Spreaders/Liquid Chemical Trucks <sup>3</sup></b>		
1000	Less Than 3.0 Cubic Yards	\$ 7.00
2000	3.0 CY - 5.9 CY	\$ 12.00
3000	6.0 CY - 9.9 CY	\$ 17.00
4000	10.0 CY - 13.9 CY	\$ 20.00
5000	14.0 CY or Greater	\$ 23.00
6000	6.0 CY - 9.9 CY WITH 150 Gallon Saddle Tanks	\$ 25.00
7000	10.0 CY - 13.9 CY WITH 150 Gallon Saddle Tanks	\$ 35.00
8000	500 - 999 Gallon Liquid Tanker	\$ 18.00
9000	1000 Gallon or Greater Liquid Tanker	\$ 28.00

**Notes:**

<sup>1</sup> - This size vehicle (Code 10000) must have All-Wheel Drive.
<sup>2</sup> - You must annually provide an original certificate of calibration showing that this spreader has been calibrated for the truck on which it will be used. The Department will perform periodic inspections for proper application rate. Payment will not include this code unless the spreader is calibrated.
<sup>3</sup> - Manufacturer's water level capacity of body without side boards. Body type spreaders shall be capable of applying various materials at various spreading rates.

## Vendor Registration Application

### 1. Owner Information *(For Vendor Registration and Payments)*

Name:	RI Snow Removal		
Address:	123 Main Street		
City/Town:	Anytown, RI	Zip Code:	1234
If vehicle(s) is/are owned by an individual, you must supply the owner's Social Security Number (SSN):			
SSN:			
If vehicle(s) is/are owned by a company, you must provide the Employer Identification Number (EIN):			
EIN:	20-1234567		

### 2. Contact Information *(For Application Questions and Storm Assignments)*

24-Hour Emergency Telephone Number:	Bob - (401) 641-5555
Direct Connect Number:	Bob - 180*85*124
Other Contact Information:	Bob (Home) (401) 734-5555
Email Address	<a href="mailto:Bob@plowoperator.com">Bob@plowoperator.com</a>

### 3. Vehicle Information *(For Registration and Billing Use)*

Class Code	Make	Year	Registration	Accessory Codes			Base Hourly Rate
40000	Mack	2005	91234	400	6000		\$ 84.00
10000	Ford	2008	9876	10	200		\$ 51.00
<div style="border: 1px solid black; padding: 10px; background-color: #cccccc;"> <p style="color: red; margin: 0;"><b>EXAMPLE SHEET DO NOT FILL OUT</b></p> <p style="color: red; margin: 0;"><b>SEE FOLLOWING SHEET (E-FORM) FOR APPLICATION</b></p> </div>							

In signing this application, I certify that I have read, understand and agree to comply with any and all directives contained in the attached fourteen (14) page document, entitled *Registration Materials for the 2010-2011 Winter Season*.

Owner's Signature:		Date:	10/25/2010
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Notary Public:		Date:	10/25/2010
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**Notary Public acknowledges the  
Owner's personal signature**

## Vendor Registration Application

**1. Owner Information** *(For Vendor Registration and Payments)*

Name:

Address:

City/Town:  Zip Code:

If vehicle(s) is/are owned by an individual, you must supply the owner's Social Security Number (SSN):  
 SSN:

If vehicle(s) is/are owned by a company, you must provide the Employer Identification Number (EIN):  
 EIN:

**2. Contact Information** *(For Application Questions and Storm Assignments)*

24-Hour Emergency Telephone Number:

Direct Contact Number:

Other Contact Information:

Email Address:

**3. Vehicle Information** *(For Registration and Billing Use)*

Class Code	Make	Year	Registration	Accessory Codes	Base Hourly Rate

In signing this application, I certify that I have read, understand and agree to comply with any and all directives contained in the attached fourteen (14) page document, entitled *Registration Materials for the 2011-2012 Winter Season*.

**Owner's Signature:**  **Date:**

**Notary Public:**  **Date:**

***Notary Public acknowledges the Owner's personal signature***

# CALIBRATION CHART (US)

Agency: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Truck No: \_\_\_\_\_ Spreader No: \_\_\_\_\_  
 Date: \_\_\_\_\_ By: \_\_\_\_\_

Gate Opening _____ (inches) (Hopper Type Spreaders)				<b>DISCHARGE RATE</b> (pounds discharged per mile)								
Control Setting	A Shaft RPM (Loaded)	B Discharge per Revolution (pounds)	C Discharge per Minute (lb) (A x B)	<b>TRAVEL SPEED AND COMPUTATION MULTIPLIER ( )</b>								
				5 mph (x 12.00)	10 mph (x 6.00)	15 mph (x 4.00)	20 mph (x 3.00)	25 mph (x 2.40)	30 mph (x 2.00)	35 mph (x 1.71)	40 mph (x 1.50)	45 mph (x 1.33)
1			-	-	-	-	-	-	-	-	-	-
2			-	-	-	-	-	-	-	-	-	-
3			-	-	-	-	-	-	-	-	-	-
4			-	-	-	-	-	-	-	-	-	-
5			-	-	-	-	-	-	-	-	-	-
6			-	-	-	-	-	-	-	-	-	-
7			-	-	-	-	-	-	-	-	-	-
8			-	-	-	-	-	-	-	-	-	-
9			-	-	-	-	-	-	-	-	-	-
10			-	-	-	-	-	-	-	-	-	-
11			-	-	-	-	-	-	-	-	-	-

**THE ACTUAL APPLICATION RATE (POUNDS PER LANE MILE) ON THE HIGHWAY IS THE DISCHARGE RATE DIVIDED BY THE NUMBER OF LANES BEING TREATED**

### SPREADER CALIBRATION PROCEDURE

Calibration is simply calculating the pounds per mile discharged for each control setting at various travel speeds by first counting the number of auger or conveyor shaft revolutions per minute, measuring the weight of salt discharged in one revolution, then multiply the two to obtain discharge per minute, and finally multiplying the discharge per minute by the time it takes to travel 1 mile. Most spreaders have multiple gate openings; so you must calibrate for specific gate openings.

**Equipment needed:**

1. Scale to weigh salt
2. Salt collection device
3. Marking device
4. Watch with second hand

**Calibration steps:**

1. Remove, by-pass or turn off spinner.
2. Warm truck's hydraulic oil to normal operating temperature with spreader system running.
3. Put partial load of salt on truck.
4. Mark shaft end of auger or conveyor.
5. Dump salt on auger.
6. Rev truck engine to operating RPM.
7. Count number of shaft revolutions per minute at each spreader control setting, record.
8. Collect salt discharged for one revolution, weigh it and deduct the weight of the container. (For greater accuracy, collect salt for several revolutions and divide by that number of revolutions to get the weight for one revolution.)
9. Multiply Column A by Column B to get Column C; then multiply Column C by the number of minutes to travel one mile ( ) at various truck speeds to get pounds Discharged per mile.\*

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### CALIBRATION OF AUTOMATIC CONTROLS

Automatic controls may be calibrated using the following steps:

1. Remove, by-pass or turn of spinner.
2. Set control on given number.
3. Tie sack or heavy canvas under spreader discharge area.
4. Mark specific distance on a highway or other paved area, such as 1000 ft. .
5. Drive that distance with spreader operating.
6. Weigh salt collected.
7. Multiply weight of salt by 5.28 (in case of 1000 ft.).

Answer will be salt discharged per mile which remains constant regardless of speed, but calibration must be done for each control setting. Some automatic control manufacturers have "simulators" which eliminate need for on-road operation for calibration.



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# RIDOT Equipment Inspection Form

*To be completed by owner:*

<b>Name:</b>	<b>Phone No.:</b>
<b>Address:</b>	<b>City/Town:</b>

*To be completed by authorized RIDOT representative:*

Class Code	Accessory Code(s)	Make	Year	Registration No.	Valid Registration	Valid Insurance	Valid Inspection Sticker	Certificate of Spreader Cal	Cell Phone No.

I hereby certify that I, or my designee, have interviewed the Owner/Contractor stated above, and inspected the equipment described on the attached *Vendor Registration Application* page(s). Therefore, to the best of my knowledge, all required submittals and conditions of this agreement have been met and I recommend approval for assignment as determined by the Rhode Island Department of Transportation.

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Owner's Signature                      District Maintenance Superintendent                      Chief Highway Maintenance  
 Date:                                      Date:                                      Date:

Original to Business Office    Copy to Facility    Copy to Vendor