



## Board of Contract and Supply

### Regular Meeting

~ Agenda ~

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Monday, May 2, 2016

2:00 PM

City Council Chambers (3rd Floor)

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**A. COMMUNICATION FROM DEPARTMENT OF PUBLIC PROPERTY, DIVISION OF PURCHASING, RECOMMENDING THE FOLLOWING WITH APPROVAL OF DIRECTORS AND/OR REPRESENTATIVES OF RESPECTIVE DEPARTMENTS.**

**1. From Wendy Nilsson, Superintendent, Department of Parks:**

Dated April 25, 2016, recommending D'Ambra Construction, low bidder, for Roadway Improvements at Roger Williams Park, in a total amount not to exceed \$789,500.00. (Minority Participation is 10%) (385-385-53500, RI DEM)

- 2.** Dated April 20, 2016, recommending DVM Foods, Inc. d/b/a Del's Lemonade, sole bidder, for RFP to Sell Frozen Lemonade from Mobile Carts at the Downtown Skating Rink and Adjacent Parks, in the amount of \$5,650.00 Year One-Revenue Generating, for a total amount not to exceed \$29,250.00.(Minority Participation is 0%) (REVENUE CONTRACT)

**3. From Jeffrey Dana, City Solicitor, Office of City Solicitor:**

Dated April 21, 2016, recommending Thomson Reuters (West Publishing Corporation), for Online Legal Research Services, Subscriptions and Law Books, in the amounts of \$40,495.20 Year 1; \$41,401.56 Year 2 and \$42,330.84 Year 3, for a total amount not to exceed \$124,227.60. (Minority Participation is 0%) (101-105-54615)

**4. From Ricky Caruolo, General Manager, Water Supply Board:**

Dated April 22, 2016, recommending James Thompson Native Lumber, Inc., high bidder, for Field Hill Timber Harvesting Services, in a total amount not to exceed \$56,789.00 payable to the Water Supply Board. (Minority Participation is 0%) (601-4-01614-1990)

- 5.** Dated April 22, 2016, recommending Atmed Treatment Center, low bidder, for Occupational Health Facility to Provide the Service of Pre-Employment Physicals, in a total amount not to exceed \$60.00 per exam, for a total amount not to exceed \$5,000.00. (Minority Participation is 0%) (601-023-52125)

**6. From Judith Petrarca, Purchasing Administrator, School Department:**

Dated April 25, 2016, recommending Custom Computer Specialists, Inc., sole bidder, for RFP to Renew Software Service Agreement of the Current Virtual Server Tools/Technology Office-Local, in a total amount not to exceed \$6,937.76. (Minority Participation is 0%) (LOCAL)

7. Dated April 19, 2016, recommending Encore Fire Protection, low bidder, for RFP for Service to Sprinkler Systems, Fire Extinguishers, Fire Alarms and Emergency Repairs-3 Year Contract with One Option Year/Plant Maintenance-Local, in a total amount not to exceed \$510,631.00 for 3 years. (Minority Participation is 0%) (LOCAL)
8. Dated April 19, 2016, recommending Public Consulting Group, low bidder, for RFP for Full Service Medicaid Cost Recovery Services and Individual Education Plan System (IEP)-3 Year Contract with Two 1 Year Options/Local, in a total amount not to exceed \$165,000.00 per year for 3 years. (Minority Participation is 0%) (LOCAL)
9. Dated April 21, 2016, recommending Mt. Pleasant Hardware, low bidder, for Hardware, Fasteners and General Maintenance Supplies and Tools-3 Year Contract-Plant Maintenance & Operations-Local, in a total amount not to exceed \$25,000.00 per year for 3 years. (Minority Participation is 0%) (LOCAL)

## COMMUNICATIONS

10. **From Wendy Nilsson, Superintendent, Department of Parks:**

Superintendent of Parks Nilsson, under date of April 25, 2016, requesting approval to use unspent grant funds, of the original contract of January 11, 2016, with Davey Resource Group, for Roger Williams Park Tree Inventory and Risk Assessment 2016, to create and provide a tree management plan for Roger Williams Park, this will not increase the award but only change the scope of work, for a total amount not to exceed \$3,875.00.

11. **From Commissioner Steven M. Pare, Acting Chief, Providence Fire Department:**

Acting Chief of Fire Commissioner Pare, under date of April 7, 2016, requesting approval for the EMS Division to purchase items, with Teleflex, a sole source manufacturer, in a total amount not to exceed \$13,300.00. (101-303-54150)

12. Acting Chief of Fire Commissioner Pare, under date of April 21, 2016, requesting approval of an increase of the July 14, 2014 award, with Pascale Service Corporation, for parts and services for the fire vehicles and trucks, to cover estimated costs for FY 2016, in a total amount not to exceed \$10,000.00. (101-303-54700)

13. **From Ellen Cynar, Director, Healthy Communities Office:**

Director of Healthy Communities Cynar, under date of April 27, 2016, requesting approval of a Change Order, with Kittredge Equipment Co., Inc., in the amount of \$6,315.87, to accommodate work not specified in the contract, additional grant funds were received to expand the work under the original contract, which includes the purchase of three additional 35-square foot and 19-square foot refrigerators for Providence Recreation Centers, for a total adjusted amount not to exceed \$12,399.98. (277-277)

14. **From Sybil Bailey, Director, Department of Human Resources:**

Director of Human Resources Bailey, under date of March 31, 2016, requesting approval to piggyback the State of Rhode Island Master Price Agreement #337, with RICOH USA, INC., to cover the purchase of two multifunctional copiers, the copiers will replace two aging machines utilized in the Human Resources Department, they will be used to print, scan and copy materials relating to labor management, employee relations, workers' compensation, equal opportunity employment, affirmative action, ADA compliance, occupational health and safety, disability retirement medical management, job classification and posting, compensation processing and training, for a total amount not to exceed \$9,990.00. (101-212-053500)

15. **From Jim Silveria, Chief Information Officer, Information Technology:**

Chief Information Officer Silveria, under date of April 20, 2016, requesting approval to extend the contract of April, 2013, with Lawson Software, for a three year period (FY 2016, 2017 and 2018), the contract provides application licensing, updates, security patches and support to the City's financial management, benefits and payroll systems, in the amount of \$250,000.00 per year, for a total amount not to exceed \$750,000.00. (101-204-52040) (REQUIRES CITY COUNCIL APPROVAL)

16. **From Colonel Hugh T. Clements, Jr., Chief of Police, Providence Police Department:**

Chief of Police Clements, under date of April 20, 2016, requesting approval to encumber additional funds, with Mass-RI Veterinary ER, Inc., for all emergency veterinary services, the department twice attempted to bid out these services in preparation for FY 16, however, did not receive any bids, although they will not submit a bid, Mass-RI, who currently provides these services, has agreed to continue to provide emergency services, for a total amount not to exceed \$5,000.00. (101-302-54105)

17. **From Ricky Caruolo, General Manager, Water Supply Board:**

General Manager of Providence Water Supply Caruolo, under date of April 20, 2016, requesting approval of a contract with Adaptive Minds, Inc., for Conversion Services to Configure and Merge East Smithfield's Retail Customer Billing Data to Providence Water's Current Billing System, Providence Water is in the final stages of acquiring East Smithfield's Water District, the requested funds will be used to merge the 3,000 East Smithfield retail customers (2,400 active) to PW's intricate customized customer billing and automated meter reading system and on-line payment processing system, for a total amount not to exceed \$50,000.00. (601-710-52120)

18. **From Judith Petrarca, Purchasing Administrator, School Department:**

Purchasing Administrator Petrarca, under date of April 14, 2016, requesting approval of a Budgetary Change Order #2, for School Department/Classical High School/Federal Programs-Title I, with Marriott (Sole Vendor), in the amount of \$2,687.28, for payment to Marriott for additional food and services required for the NEASC accreditation visit for Mount Pleasant High School, for a new total adjusted amount not to exceed \$14,829.77. (Minority Participation is 0%) (TITLE I)

19. Purchasing Administrator Petrarca, under date of April 20, 2016, requesting approval for the School Department/Transportation/Local, to purchase Student Bus Passes, from the Rhode Island Public Transit Authority (RIPTA), RIPTA is regulated by the State Department of Transportation and is the sole vendor to provide this service, for a total amount not to exceed \$2,150,000.00 for the 2016/2017 School Year. (Minority Participation is 0%) (LOCAL)

20. Purchasing Administrator Petrarca, under date of April 20, 2016, requesting approval for the School Department, to pay Tuition For Student with Disabilities, residing in the City of Providence attending residential or non-residential institutions for the 2016/2017 school year, the mandate includes the responsibility for purchasing services from other approved agencies/institutions when the local agency cannot provide the program required by the regulations, all agencies/institutions are determined according to the intensity of the clinically diagnosed special needs of exceptionally handicapped pupils and the scope of the programs necessary to answering these needs, consistent with regulations, both state and federal, for a total amount not to exceed \$14,470,312.00. (Minority Participation is 0%) (LOCAL)

21. Purchasing Administrator Petrarca, under date of March 20, 2016, requesting approval for the School Department, to use various sole vendor publishers, to select from these vendors at their published price lists those textbooks chosen by the School Department on an as needed basis, textbooks and related supplemental materials are a copyright commodity and can only be purchased through the publishers whose titles are adapted and approved by the Superintendent and the School Board, textbooks will be purchased for public and non-public schools using local funding and supplemental materials using federal funds.

22. Purchasing Administrator Petrarca, under date of April 21, 2016, requesting approval for the School Department/Office of English Language Learners/Department of Human Services-Refugee School Impact Grant, to enter into a contract, with Dorcas International Institute of Rhode Island (DIIRI), to provide Family Literacy Activities to parents/guardians of students enrolled in the BRYTE Summer Camp as well as to the parents/guardians enrolled in the ELL New Arrival Summer Program, in a total amount not to exceed \$10,000.00. (Minority Participation is 0%) (DEPARTMENT OF HUMAN SERVICES-REFUGEE SCHOOL IMPACT GRANT)

23. Purchasing Administrator Petrarca, under date of April 22, 2016, requesting approval to allow the School Department to purchase the Assessments/Testing Materials and Related Support Materials, they are a copyright commodity and can only be purchased through the publishers whose titles are adopted and approved by the Superintendent, School Board and Federal Governments, the department is required to administer them from these vendors at their published price lists on an as needed basis for the 2016/2017 school year. (Minority Participation is 0%) (FEDERAL & LOCAL FUNDS)

24. **From Wendy Nilsson, Superintendent of Parks, Department of Parks and Recreation:**

Superintendent of Parks Nilsson, under date of April 22, 2016, requesting approval to Reject All Bids Received, for Warren Street Park Improvements, the project came in over budget and value engineering of the bid did not result in an acceptable scope of work, the project will not be re-advertised.

25. **From Alan Sepe, Director of Operations, Department of Public Property:**

Director of Operations Sepe, under date of April 20, 2016, requesting approval to Reject All Bids Received, for Automotive Tires for All Applications, due to an update on the specifications, the department will re-bid.

26. **From Judith Petrarca, Purchasing Administrator, School Department:**

Purchasing Administrator Petrarca, under date of April 12, 2016, requesting approval to Reject All Bids Received, for Window Shades-3 Year Contract-Plant Maintenance & Operations/Local, the pricing received came in over budget, the department will re-bid.

## CONTINUED MATTERS

27. **From Wendy Nilsson, Superintendent, Department of Parks:**

Dated March 28, 2016, recommending United Construction, low bidder, for Billy Taylor Park Improvements, in a total amount not to exceed \$39,826.00. (Minority Participation is 0%) (CDBG)

28. **From Colonel Hugh T. Clements Jr., Chief of Police, Providence Police Department:**

Chief of Police Clements, under date of March 23, 2016, requesting approval to encumber funds, with Westminster Auto Body, for auto body repairs to police vehicles, to cover estimated expenses until the end of FY 2016, this service was originally placed out for bids through Public Property in 2013 and on January 13, 2014 the Board of Contract and Supply approved to award the two (2) year blanket contract with Westminster Auto Body, the department continued to use Westminster Auto Body unaware that these services were not put out to bids for FY 2016, for a total amount not to exceed \$25,000.00. (101-302-52912)

### **B. OPENING OF BIDS**

1. **Department of Inspection and Standards:**

DEMOLITION OF 150 COURTLAND STREET, A TWO STORY WOOD STRUCTURE DAMAGED BY FIRE.

2. **Department of Parks:**

TRAFFIC CONSULTING SERVICES FOR PROPOSED SHARED USE ROADWAY IN ROGER WILLIAMS PARK.

3. **Department of Parks:**

NORTH BURIAL GROUND FENCE IMPROVEMENTS.

4. **Department of Parks:**

BUILDING LEASE OF THE BUS DRIVERS LOUNGE AKA THE WJAR KIOSK LOCATED AT BILTMORE PARK.

5. **Department of Public Property:**

VINCENT BROWN RECREATION CENTER GYMNASIUM WALL PAD REPLACEMENT AND BOYS ROOM LOCKER REPLACEMENT.

6. **Department of Public Property:**

COMMUNITY ROOM RENOVATIONS AND ADA UPGRADES AT JOSLIN RECREATION CENTER.

7. **Department of Public Works:**  
RECYCLING AND TRASH CONTAINERS.
8. **Fire Department:**  
FIRE HOSE.
9. **Fire Department:**  
ENTRANCE EXAM.
10. **City Internal Auditor:**  
PROFESSIONAL AUDITING AND AGREED UPON PROCEDURES SERVICES (FISCAL YEARS 2016, 2017, 2018).
11. **Water Supply Board:**  
INSPECTION SERVICES & CONSTRUCTION MANAGEMENT FOR VARIOUS INFRASTRUCTURE REPLACEMENT & CAPITAL IMPROVEMENT PROJECTS (BLANKET 2016-2019)
12. **School Department:**  
RFP FOR IPAD REPAIRS-OFFICE OF TECHNOLOGY-LOCAL.
13. **School Department:**  
FIELD HOUSE TRACK MAINTENANCE/FIELD HOUSE FUND.
14. **School Department:**  
RFP FOR ROLAND VERSA CAMM VSI SERIES 54" PRINTER/CUTTER/FEDERAL PROGRAMS-CATEGORICAL FUNDS.

**C. ADVERTISEMENTS**

**TO BE OPENED ON MONDAY, MAY 16, 2016:**

**DEPARTMENT OF PARKS**

DOWNSPOUT STORM WATER DIVERSION AND COMMUNITY OUTREACH PROGRAM.

**DEPARTMENT OF PUBLIC PROPERTY**

AUTOMOTIVE TIRES FOR ALL APPLICATIONS (BLANKET CONTRACT 2016-2018).

**SCHOOL DEPARTMENT**

REBID FOR WINDOW SHADES-3 YEAR CONTRACT-PLANT  
MAINTENANCE & OPERATIONS/LOCAL.

RFP FOR LEASE SPACE FOR SPECIAL EDUCATION-LOCAL.

**TO BE OPENED ON TUESDAY, MAY 31, 2016:**

**DEPARTMENT OF PLANNING AND DEVELOPMENT**

SACKETT STREET SCHOOL PLAYSPACE PROJECT.

**DEPARTMENT OF PARKS**

TREE PRUNING AND REMOVALS, ROGER WILLIAMS PARK,  
2016.

**WATER SUPPLY BOARD**

WATERSHED ON-CALL TECHNICAL SERVICES.

LOW & HIGH VOLTAGE ELECTRICAL SERVICES & REPAIRS AT  
PROVIDENCE WATER'S PJ HOLTON PURIFICATION PLANT &  
RELATED REMOTE STATIONS (BLANKET 2016-2019).

QUICKLIME FOR USE AT PJ HOLTON WATER PURIFICATION  
PLANT IN SCITUATE, RI (BLANKET 2016-2018).

PERMANENT ROAD RESTORATION TO RESTORE ROADS  
(BLANKET 2016-DECEMBER 31, 2018) AND VARIOUS CITY  
DEPARTMENTS.

**PER ORDER THE BOARD OF CONTRACT AND SUPPLY**

Mayor Jorge O. Elorza, Chairman

**The foregoing Committee may seek to enter into Executive Session.**

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