

BOARD OF CONTRACT AND SUPPLY

AGENDA

DECEMBER 16, 2003

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

FROM THOMAS E. DELLER, DIRECTOR, DEPARTMENT OF PLANNING & DEVELOPMENT:

1. Dated December 4, 2003, recommending the following low bidders for Real Estate Appraisal Services for a 3-year contract, in the amount of \$50,000.00 per year or a total amount not to exceed \$150,000.00 for 3 years. (PRA REVOLVING FUND)

	<u>Base Rate for Residential Appraisals</u>
Peter M. Scotti & Associates, Inc.	\$200-\$450.00
Andolfo Appraisal Associates, Inc.	\$350-\$550.00

FROM DEAN M. ESSERMAN, CHIEF, POLICE DEPARTMENT:

Dated December 19, 2003, recommending Crest Associates, sole bidder, for Resource Development & Administrative Services, in a total amount not to exceed \$45,000.00 for a six month period commencing on January 5, 2004 and ending on June 30, 2004.

FROM MAKRAM H. MEGALLI, DIRECTOR, DEPARTMENT OF PUBLIC WORKS:

Dated December 19, 2003, recommending CDM, low bidder, for RFP for Development of Master Plan for Existing Solid Waste Transfer Station (Engineering Services), in a total amount not to exceed \$19,500.00. (GENERAL FUND)

2. Dated November 20, 2003, recommending the following vendors for Snow and Ice Control-Hired Equipment-2003/2004 Winter Season, in a total amount not to exceed \$75,000.00.

Frank D'andrea
Pasha DeFreitas
CDE Auto Sales
L. Russo Leasing Inc.

FROM ROBERT J. KILDUFF, CHIEF ENGINEER & GENERAL MANAGER, WATER SUPPLY BOARD:

Recommending Five Star Graphics, Inc., low bidder, for Consumer Confidence Report (Blanket Contract 2003-2005), in a total amount not to exceed \$64,000.00 for a two year period.

3. Recommending Univar USA, Inc., low bidder, for Quick Lime for use at the Philip J. Holton Purification Plant (Blanket Contract 2003-2006), in a total amount not to exceed \$1,083,375.00. (Minority Participation is 0%)

COMMUNICATIONS

4. Director of Finance Prignano, under date of December 4, 2003, requesting approval of award for a one-year contract with Stop Loss Insurance Brokers, Inc., of Boston, low bidder of informal bids, for the City's self insured health plan for the plan year December 1, 2003 through November 30, 2004, in the amount of \$2.90 per month, per individual plan and \$7.64 per month, per family plan for a \$2,000,000.00 policy on 12/24 basis with a \$225,000.00 deductible. (The annual Cost of this insurance will be approximately \$605,000.00 during the period of this contract)

Chief Information Officer Hewitt, under date of December 11, 2003, requesting approval to piggyback on the State of Rhode Island's Master Price Agreement with Dell Computers to purchase 30 computers, 9 for the City Council Office, 1 for Board of Licenses, and 20 for the Solicitor's Office, in a total amount not to exceed \$31,000.00. (Minority Participation is 10%)

Chief Information Officer Hewitt, under date of December 11, 2003, requesting approval to extend the contract with Supply Depot to purchase computer related supplies, such as media and toner through September 24, 2003, at that time it is intended that the City could piggyback on the State's agreement for such items, in a total amount not to exceed \$28,000.00. (Minority Participation is 10%)

5. City Controller Chiodo, under date of December 1, 2003, requesting approval to award Dowling & O'Neill Insurance Agency, Inc., for the renewal of Fiduciary Liability Insurance for the City of Providence's Employee Retirement System, in a total amount not to exceed \$153,951.00. (Minority Participation is 0%)

Acting Superintendent of Parks McMahon, under date of December 12, 2003, requesting approval to engage SnowPlow Center, sole vendor, for the purchase of 5 Snow Plows for 5 Parks Department Trucks, which will be used in citywide snow plowing efforts, in the furnish and install price is \$3,030.00 per unit for a total cost of \$15,150.00.

6. Director of Planning & Development Deller, under date of December 5, 2003, requesting approval to piggyback the State of Rhode Island Department of Administration, Division of Purchases for the Purchase of Computers from Dell Computer Corporation for Dell Computers with a 3 year limited warranty and a 3 year on-site service, in the amount of \$28,407.35.

15 OptiPlex GX 270T @ \$1,228.38 ea.	\$18,425.70 (work stations) E-Quote #127395877
5 Latitude D600 @ \$19,963.33 ea.	<u>\$9,981.65</u> (Laptops) E-Quote #127394165
Grand Total	\$28,407.35

7. Director of Planning & Development Deller, under date of December 8, 2003, requesting approval to piggyback the award for Rhode Island State Government Pricing-Master Lease award with ASAP Software, sole-source vendor, for computer networking and environmental software, including

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software for operating systems, e-mail and servers, in a total amount not to exceed \$10,747.13.

8. Director of Planning & Development Deller, under date of December 5, 2003, requesting approval to enter into a sole-source contract with Environmental Systems Research Institution Inc., for GIS Software, which is necessary to provide computer generated (digital) mapping via internet access, in a total amount not to exceed \$11,178.04.(ESRI has also authorized the waiver of cost for a 3-year maintain contract. The cost of this service would have cost \$9,000.00, providing a savings to the city). (CDBG)

Chief of Police Esserman, under date of December 19, 2003, requesting approval to update the file to reflect the following name changes for the vendors for Police Motorcycles approved on November 4, 2003.

Precision Harley Davidson
Paramount Harley Davidson, LLC

Chief of Police Esserman, under date of December 19, 2003, requesting approval to piggyback the award for (2) Two Cannon IR3300 Copiers, awarded on June 3, 2003, which will be used in the Patrol Bureau and the Human Resource Bureau, in a total amount not to exceed \$22,000.00. (2003 MASTER LEASE)

9. Director of Public Works Megalli, under date of December 3, 2003, requesting approval of Change Order No. 2 to J.H. Lynch & Sons for 2002 Neighborhood Improvement Project, Ward 12, to cover the added costs under the allowance/supplemental unit price of the contract due to work authorized above the original scope of contract in the amount of \$69,000.00, making the new contract total amount not to exceed \$1,056,000.00. (\$50 MILLION BOND ACCOUNT)

Purchasing Administrator Rainville, under date of December 2, 2003, requesting approval for the School Department/Science Department and Federal School to Career Grant to enter into a contract with East Bay Educational Collaborative, to provide complete classroom science kits for 125 students and one teacher at the district's middle schools grades 6-8 in all science classrooms and in elementary sixth grade classrooms, in a total amount not to exceed \$562,638.00. (Minority Participation is 0%) (GENERAL)

Purchasing Administrator Rainville, under date of December 15, 2003, requesting approval to amend the award for Maintenance of Electronic Security System-5 Year Contract/School Department to Basic Service/Sonitrol, awarded on July 15, 2002 by adding an additional \$10,000.00 per year for repairs.(Minority Participation is 0%) (GENERAL)

Purchasing Administrator Rainville, under date of December 18, 2003, requesting approval to award ThyssenKrupp, low bidder of emergency bids solicited for emergency repairs to the elevator, in a total amount not to exceed \$5,996.00. (Minority Participation is 0%) (GENERAL)

Purchasing Administrator Rainville, under date of December 18, 2003, requesting approval for the School Department/Federal Programs-Title II to enter into a contract with Thomas Lester/West End, to provide professional development to district Elementary Math Coaches Services will be

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performed at the Staff Development Center, in a total amount not to exceed \$63,000.00. (FEDERAL)

Purchasing Administrator Rainville, under date of December 16, 2003, requesting approval of a five-month extension of the current lease from February 1, 2004-June 30, 2004 with the Armory Revival Company in the amount of \$5.00/sq. ft. for 30,000 sq. ft. building at \$12,500/month, making the total amount not to exceed \$62,500.00. (Minority Participation is 0%) (GENERAL)

Purchasing Administrator Rainville, under date of December 16, 2003, requesting approval to amend the award for a three year Lease with St. Charles Rectory, awarded on August 26, 2003 to read \$54,000.00 per year with a 5% increase in year 2 and 3. (Minority Participation is 0%) (GENERAL)

10. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Carnegie Grant to enter into a contract with Jeffrey Wilhelm, to lead workshops for high school Lead Team Teachers, work with Coaches and conduct demonstration lessons at selected high schools, the focus to engage adolescent males in reading, in a total amount not to exceed \$16,000.00. (FEDERAL)
11. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Carnegie Grant to enter into a contract with Dr. Sharon Skeans, who will be modeling reading workshop strategies in all high schools to include creating video tapes of lessons, working with coaches, teachers and principals and debriefing and presenting to Lead Teams, in a total amount not to exceed \$6,000.00. (Minority Participation is 100% or \$6,000.00) (FEDERAL)
12. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Carnegie Grant to enter into a contract with JoAnn Angelini, to present a summer literacy-training program July 12 through July 16, 2004. She created the District's Balanced Literacy Program and is the author of the Providence School Department's program of reading strategies to assist the struggling adolescent reader, in a total amount not to exceed \$7,500.00. (Minority Participation is 100% or \$7,500.00) (FEDERAL)
13. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Title V to enter into a contract with Volunteers in Providence Schools (VIPS), which is a citywide organization and will provide tutors for the Providence Public School Students for the 2003/2004 school year, in a total amount not to exceed \$40,000.00. (FEDERAL)
14. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Chaffee Grant to enter into a contract with Janet Angelillo, to train selected Grade 8 English Teachers and all Middle School Coaches to create Reading Workshop "Lab Sites" in all middle schools to train all Grade 8 English Teachers, in a total amount not to exceed \$32,400.00. (Minority Participations is 100%) (FEDERAL)

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15. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/federal Programs-Chaffee Grant to enter into a contract with Anne Goudvis, to model and train Grade 7 teachers in Social Studies and Science nonfiction strategies that children need to know to deepen comprehension in the content, with the consultant's guidance the teachers will construct Units of Study to implement between visits, in a total amount not to exceed \$21,600.00. (Minority Participation is 100%) (FEDERAL)
16. Purchasing Administrator Rainville, under date of December 2, 2003, requesting approval for the School Department/Federal Programs-Perkins Fund to enter a contract with Dominic Spera, for the continuation of the contract with this consultant to develop a framework for Career and Technical Education (CTE) activities for Providence Schools, develop a plan to improve the curriculum-based results of a CTE program audit, integrating a career development strand into the K-12 curriculum, he will also conduct crosswalks of CTE curriculum with academic and industry-defined standards, aligning CTE program with the state and requirements for CTE program approval and with Federal No Child Left Behind mandates, he will design, implement and develop substantive professional development opportunities, a data-driven approach to CTE, and submit all plans or work to the Assistant Superintendent for Curriculum, Instruction and Professional Development, this work is to begin January 5, 2004, in a total amount not to exceed \$52,000.00. (Minority Participation is 0%) (FEDERAL)
17. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval for the School Department/Federal Programs-Title V to enter into a contract with Rhode Island College Upward Bound, to provide counseling, tutoring, and preparation for all academic experiences, in a total amount not to exceed \$32,250.00. (Minority Participation is 0%) (FEDERAL)
18. Purchasing Administrator Rainville, under date of December 2, 2003, requesting approval for the School Department/Federal Programs-Project Extend to enter into a contract with Joseph Shechtman & Associates, to work with Special Education intensive resource teachers and school psychologists to do the following: teach all students, reduce classroom disruptions by 50%, increase student's focus and attention on tasks, develop appropriate social skills for all students, identify students' brain dominance profiles, learning styles and mixed dominance, improve achievement scores, facilitate sensory motor integration, integrate learning-disabled and behavior-disordered students into the regular classroom, he will also demystify ADHD/ADD, develop appropriate diagnosis and prescription strategies and implement short-term trauma resolution techniques, in a total amount not to exceed \$90,000.00. (Minority Participation is 0%) (FEDERAL)
19. Purchasing Administrator Rainville, under date of December 1, 2003, requesting approval of Budgetary Change Order No. 1 with Harcourt Brace-Pearson NCS-SPSS, for In House Scoring of Annual Standardized Tests, in the amount of \$5,942.69 for Standard 9 Norms License Fees and Norms Royalty Fees for the Assessment Office, making the new total amount not to exceed \$72,805.69. (Minority Participation is 0%) (GENERAL)

CONTINUED MATTERS

FROM WILLIAM B. TRINQUE, DIRECTOR, DEPARTMENT OF TELECOMMUNICATIONS:

20. Recommending Motorola Inc., sole bidder, for Batteries, in a total amount not to exceed \$9,218.90. (MASTER LEASE)

21. Chief Information Officer Hewitt, under date of November 17, 2003, requesting approval of Change Order with SCS Inc., to purchase hard drives that are suitable for the applications utilized by the City, in the amount of \$2,500.00 making the new adjusted total amount not to exceed \$11,000.00. (Minority Participation is 10%) (2003/2004 MASTER LEASE).
22. Chief Information Officer Charles W. Hewitt, under date of September 12, 2003, requesting approval of a new agreement with City/State Computer Services, Inc., for a facilities Management Staff which provides computer facilities Management Services to the City to increase the hourly rate paid in the '03 fiscal year by 1 ½% and agrees to another 1 ½ % increase in the '04 fiscal year. The only significant change is the addition of a provision to share equally the first \$40,000.00 of costs to train CSCS personnel that happen as a result of additions to the facilities that the City requires CSCS to support. (Contract was originally approved on September 27, 1999 in the amount of \$609,266.66 for fiscal year 2000)

B. OPENING OF BIDS:

1. CONSTRUCTION MANAGEMENT/DESIGN SERVICES FOR A NEW HIGH SCHOOL – DEPARTMENT OF PUBLIC PROPERTY.
2. FINANCING FOR LEASE AND SUBLEASE AND MAINTENANCE AGREEMENT FOR PARKING SPACES AT THE PUBLIC SAFETY GARAGE – DEPARTMENT OF PUBLIC PROPERTY.
3. SALE OF JUNK VEHICLES – DEPARTMENT OF PUBLIC PROPERTY.
4. RFP (REQUEST FOR PROPOSAL) CONSULTANT SERVICES PREPARE STRATEGIC PLAN FOR IMPLEMENTATION OF FIRST SOURCE LIST AND M/WBE OUTREACH AND PARTICIPATION FOR PURCHASING AND PROCUREMENT – DEPARTMENT OF PLANNING & DEVELOPMENT.
5. NEIGHBORHOOD INTERSECTION IMPROVEMENTS – DEPARTMENT OF PLANNING & DEVELOPMENT.
6. TWO (2) EMERGENCY RESPONSE VEHICLES, BATALION CHIEFS – FIRE DEPARTMENT.
7. ONE (1) PRIME MOVER 2004 FORD F350 4x4 SD CREW CAB 172” WD DRW HD XL (W31), TO BE USED TO TRANSPORT HAZMAT TRAILER, COLLAPSE TRAILER, AND DIVE RESCUE TRAILER – FIRE DEPARTMENT.
8. EIGHTY (80) SCOTT/AV2000 FACEPIPES WITH KEVLAR HEAD HARNESS AND ASSEMBLIES AND COMFORT SEALS, PER SPECIFICATIONS – FIRE DEPARTMENT.

9. EMERGENCY OPERATIONS PLAN UPDATE FOR THE PROVIDENCE EMERGENCY MANAGEMENT AGENCY (2003-2004) – EMERGENCY MANAGEMENT AGENCY.
10. SALE OF (8) EIGHT POLICE MOTORCYCLES – POLICE DEPARTMENT.
11. RFP FOR RISK ASSESSMENT AND STRUCTURAL ANALYSIS FOR PROVIDENCE WATER'S GAINER DAM AND ITS FIVE TRIBURTARY DAMS – WATER SUPPLY BOARD.
12. LIME AND FLUORIDE SYSTEM IMPROVEMENTS AT THE PHILIP J. HOLTON PURIFICATION PLAN IN SCITUATE, RI – WATER SUPPLY BOARD.
13. SCIENCE EQUIPMENT-FEINSTEIN HIGH SCHOOL/PROVIDENCE SCHOOL DEPARTMENT/FEDERAL PROGRAMS-COMPREHENSIVE SCHOOL REFORM – SCHOOL DEPARTMENT.

C. ADVERTISEMENTS:

TO BE OPENED ON TUESDAY, DECEMBER 30, 2003:

CITY COLLECTORS DEPARTMENT

SEARCHING TITLES: TAX SALE FOR UNPAID TAXES 2003 AND PRIOR YEARS TAXES.

DEPARTMENT OF PUBLIC PARKS

GANO STREET BOAT RAMP SURVEY.

DEPARTMENT OF PUBLIC PROPERTY

LEASE OF OFFICE SPACE FOR PERA.

TO BE OPENED ON TUESDAY, JANUARY 13, 2003:

FIRE DEPARTMENT

ONE (1) 100' ONE HUNDRED FT. MEDIUM DUTY ALL WHEEL STEER AERIAL LADDER.

SCHOOL DEPARTMENT

RFP E-RATE PRODUCTS AND SERVICES PROGRAM YEAR 7 (7/1/04-6/30/05) PROVIDENCE SCHOOL DEPARTMENT/TECHNOLOGY.

SCHOOL DEPARTMENT

SCIENCE EQUIPMENT-PERRY MIDDLE SCHOOL/SECONDARY EDUCATION.

TO BE OPENED ON TUESDAY, JANUARY 27, 2003:

WATER SUPPLY BOARD

ACCOUNTING SERVICES FOR RATE AND OTHER FILINGS.