

Francis M. Gomez  
Purchasing Agent



Frank J. Picozzi  
Mayor

## City of Warwick

Purchasing Division  
3275 Post Road  
Warwick, Rhode Island 02886  
Tel (401) 738-2013  
Fax (401) 737-2364

TO: Members of the City Council

FROM: Francis M. Gomez, Purchasing Agent *Francis M. Gomez*

DATE: April 22, 2024

RE: Bids for Finance Committee Monday, April 22, 2024

CITY OF WARWICK  
 STATE OF RHODE ISLAND  
 RESOLUTION OF THE CITY COUNCIL

04/22/2024

MEETING DATE: \_\_\_\_\_

NO: \_\_\_\_\_

APPROVED: \_\_\_\_\_ MAYOR

DATE: \_\_\_\_\_

RESOLVED, that The City Council of the City of Warwick as required by the provisions of Sections 6-11 and 6-12 of the City Charter and the Ordinance relative to competitive bidding on purchase enacted there under hereby and herewith approves the acceptance of the following bid(s):

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2025 - 001	Maintenance and Repairs at Thayer/Warburton Arenas	<b>Environmental Systems, Inc.</b> 2980 West Shore Road Unit #4 Warwick, RI 02886	\$50,000.00	07/01/2024 - 06/30/2025		
2025 - 017	Janitorial & Cleaning Supplies for the Department of Public Works	<b>WB Mason Co.</b> 99 Bald Hill Rd. Cranston, RI 02920 <b>Staples Business Advantage</b> 500 Staples Dr. Framingham, MA 01702 <b>Glove Cleaners</b> 14 High Street Plainville, MA 02762 <b>Geriatric Medical and Surgical Supply</b> 28 Torrice Dr. Woburn, MA 01801	\$50,000.00	06/25/2024 - 06/24/2025		

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2025 - 024	E-Permitting	<b>OpenGov Inc.</b> 955 Charter Street Redwood City, CA 94063	\$42,238.00	07/01/2024 - 06/30/2025		56-6
2025 - 025	Emergency Services Workforce Management Software	<b>Vector Solutions</b> 4890 West Kennedy Blvd. Suite 300 Tampa, FL 33609	\$39,078.35	07/01/2024 - 06/30/2025		56-6
2025 - 021	Delivery, Rental and Filling of Medical Grade Oxygen	<b>Clinical 1</b> 65 Mathewson Drive Suite E Weymouth, MA 02189	\$24,000.00	07/01/2024 - 06/30/2026		
2025 - 018	Veterinary Services for Shelter Animals	<b>Salmon River Veterinary Service</b> 358 Hill St. Coventry, RI 02816	\$22,000.00	07/01/2024 - 06/30/2026		
2025 - 016	Fire Department Promotional Exams	<b>Fire Service Testing Company, Inc.</b> 1312 Apollo Beach Blvd. Suite B Apollo Beach, FL 22572	\$20,000.00	06/08/2024 - 06/07/2026		
2024 - 051	Computer Hardware & Related Equipment	<b>Various Vendors</b>	\$20,000.00	07/01/2023 - 06/30/2024	1	6-12
2024 - 400	Traffic Signs, Channel Posts & Materials	<b>American Traffic Safety Materials, Inc.</b> P.O. Box 1449 Orange Park, FL 32067 <b>Eberl Iron Works, Inc.</b> 128 Sycamore St. Buffalo, NY 14204 <b>Vulcan, Inc.</b> <b>d/b/a Vulcan Signs</b> P.O. Box 1850 Foley, AL 36536 <b>Sign Solutions USA, LLC.</b> 2501 8 <sup>th</sup> Ave. NW West Fargo, ND 58078 <b>National Highway Products, Inc.</b> 301 Riverside Drive Millville, NJ 08332 <b>Osburn Assoc., Inc.</b> P.O. Box 912 Logan, OH 43138 <b>Lightle Enterprises of Ohio, LLC.</b> P.O. Box 329 Frankfort, OH 45628	\$18,000.00	06/05/2024 - 06/04/2025		

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 399	Design, Print & Mail 2023 Consumer Confidence Report	<b>Graphic Image, Inc.</b> 561 Boston Post Rd. Milford, CT 06460	\$15,000.00	One-Time Purchase		
2023 - 310	State of RI Software and Services for Database Programming	<b>Various Vendors</b>	\$13,500.00	01/01/2024 - 06/30/2024	2	6-12
2025 - 009	Blood Borne Pathogen & Narcotics Remediation REBID	<b>New England Trauma Services LLC.</b> 391 Oakland Street Mansfield, MA 02048	\$12,000.00	07/01/2024 - 06/30/2026		
2024 - 441	Purchase of Five (5) LIFEPAK 1000 AEDs	<b>Stryker Medical</b> P.O. Box 93308 Chicago, IL 60673	\$11,749.19	One-Time Purchase		56-10
2025 - 027	Pace – 9 Training Contract - MUNIS	<b>Tyler Technologies Inc.</b> 5105 Tennyson Parkway Plano, TX 75024	\$10,614.97	07/01/2024 - 06/30/2025		56-6
2024 - 397	Original Equipment Manufacturer (OEM) Motor Parts for Mercury Marine Motors REBID	<b>C.L. Marine, Inc.</b> 2501 West Shore Rd. Warwick, RI 02886	\$10,000.00	06/11/2024 - 06/10/2025		
2024 - 442	Cellebrite Forensic Training	<b>Cellebrite, Inc.</b> 7 Campus Drive Suite 210 Parsippany, NJ 07054	\$5,595.66	One-Time Purchase		56-6
2025 - 013	BCI Photography & Printing Supplies	<b>B&amp;H Foto &amp; Electronics Corporation</b> 420 9 <sup>th</sup> Ave. New York, NY 10001	\$5,000.00	07/01/2024 - 06/30/2025		
2025 - 014	BCI Crime Scene Supplies	<b>Sirchie Acquisition Company LLC.</b> 100 Hunter Place Youngsville, NC 27596	\$5,000.00	07/01/2024 - 06/30/2025		
2025 - 022	Structural Protective Gloves	<b>C&amp;S Specialty Inc.</b> 1181 Old Smithfield Rd. North Smithfield, RI 02896	\$5,000.00	07/01/2024 - 06/30/2025		
2024 - 443	Emergency Vehicle Repair	<b>Narragansett Auto Repair</b> 57 Greenhill St West Warwick, RI 02893	\$4,775.00	One-Time Purchase		56-6
2024 - 440	BCI Fuming Hood Filtration Equipment	<b>Mystaire, Inc.</b> 1200 Telecom Drive Creedmoor, NC 27522	\$ 3,570.00	One-Time Purchase		56-6
2024 - 436	ManageEngine AD Self-Service Support Services	<b>SHI International Corporation</b> 290 Davidson Ave. Somerset, NJ 08873	\$2,927.03	04/28/2024 - 04/27/2025		56-10

AND BE IT FURTHER RESOLVED, That such purchase or contract be awarded to the lowest responsible bidder.

1. Request permission to increase PCR-16-24 (Sub A) from \$135,687.46 to \$155,687.46.
2. Request permission to increase PCR-11-24 (Sub A) from \$50,000.00 to \$63,500.00.

**THIS RESOLUTION SHALL TAKE EFFECT UPON ITS PASSAGE**

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<u>ITEM#</u>	<u>BID#</u>	<u>DESCRIPTION</u>	<u>PAGES(S)</u>
1	2025-001	DPW Maintenance and Repairs at Thayer/Warburton Arenas <b>Dated:</b> March 21, 2024 <b>Requested Amount:</b> \$50,000.00 <b>Recommended Vendor:</b> Environmental Systems, Inc. (41-331)	1-2
2	2025-017	DPW Janitorial & Cleaning Supplies for the Department of Public Works <b>Dated:</b> April 4, 2024 <b>Requested Amount:</b> \$50,000.00 <b>Recommended Vendors:</b> WB Mason Co., Staples Business Advantage, Glove Cleaners, & Geriatric and Surgical Supply (41-281, 42-281, 66-281, 70-281, 65-239)	3-6
3	2024-024	MIS E-Permitting (Sec. 56-6) <b>Dated:</b> March 25, 2024 <b>Requested Amount:</b> \$42,238.00 <b>Recommended Vendor:</b> OpenGov, Inc. (25-334)	7-9
4	2025-025	MIS Emergency Services Workforce Management Software (Sec. 56-6) <b>Dated:</b> March 19, 2024 <b>Requested Amount:</b> \$39,078.35 <b>Recommended Vendor:</b> Vector Solutions (25-334)	10-13
5	2025-021	WFD Delivery, Rental and Filling of Medical Grade Oxygen <b>Dated:</b> April 8, 2024 <b>Requested Amount:</b> \$24,000.00 <b>Recommended Vendor:</b> Clinical 1 (35-367)	14-15
6	2025-018	Animal Shelter Veterinary Services for Shelter Animals <b>Dated:</b> March 26, 2024 <b>Requested Amount:</b> \$22,000.00 <b>Recommended Vendor:</b> Salmon River Veterinary Service (360-0414)	16-17
7	2025-016	WFD Fire Department Promotional Exams <b>Dated:</b> March 20, 2024 <b>Requested Amount:</b> \$20,000.00 <b>Recommended Vendor:</b> Fire Service Testing Company, Inc. (35-390)	18-19
8	2024-051	MIS Computer Hardware & Related Equipment (Sec. 6-12) <b>Dated:</b> March 18, 2024 <b>Requested Amount:</b> \$20,000.00 <b>Requested Vendors:</b> Various Vendors (25-231)	20-25

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<u>ITEM#</u>	<u>BID#</u>	<u>DESCRIPTION</u>	<u>PAGES(S)</u>
9	2024-400	<b>DPW Traffic Signs, Channel Posts &amp; Materials</b> <b>Dated:</b> March 21, 2024 <b>Requested Amount:</b> \$18,000.00 <b>Recommended Vendors:</b> American Traffic Safety Materials, Inc., Eberl Iron Works, Inc, Vulcan Signs. Sign Solutions USA, LLC, National Highway Products, Inc., Osburn Associates, Inc. & Lightle Enterprises of Ohio, LLC. (63-227)	26-28
10	2024-399	<b>Water Design, Print &amp; Mail 2023 Consumer</b> <b>Confidence Report Dated:</b> March 22, 2024 <b>Requested</b> <b>Amount:</b> \$15,000.00 <b>Recommended Vendor:</b> Graphic Image, Inc. (84-205, 84-202)	29-30
11	2023-310	<b>MIS State of RI Software and Services for Database</b> <b>Programming (Sec. 6-12) Dated:</b> April 5, 2024 <b>Requested Amount:</b> \$13,500.00 <b>Recommended</b> <b>Vendor:</b> Various Vendors (25-360)	31-52
12	2025-009	<b>WPD Blood Borne Pathogen &amp; Narcotics</b> <b>Remediation REBID Dated:</b> March 27, 2024 <b>Requested Amount:</b> \$12,000.00 <b>Recommended</b> <b>Vendor:</b> New England Trauma Services LLC (30-340)	53-54
13	2024-441	<b>WPD Purchase of Five (5) LIFEPAK 1000 AEDs</b> <b>(Sec. 56-10) Dated:</b> March 25, 2024 <b>Requested</b> <b>Amount:</b> \$11,749.19 <b>Recommended Vendors:</b> Stryker Medical (321-0478)	55-72
14	2025-027	<b>MIS Pace – 9 Training Contract – MUNIS (Sec. 56-6)</b> <b>Dated:</b> April 3, 2024 <b>Requested Amount:</b> \$10,614.97 <b>Recommended Vendor:</b> Tyler Technologies, Inc. (25-301)	73-75
15	2024-397	<b>WPD Original Equipment Manufacturer (OEM)</b> <b>Motor Parts for Mercury Marine Motors REBID</b> <b>Dated:</b> March 27, 2024 <b>Requested Amount:</b> \$10,000.00 <b>Recommended Vendor:</b> C.L. Marine (30-340)	76-77
16	2024-442	<b>WPD Cellebrite Forensic Training (Sec. 56-6)</b> <b>Dated:</b> April 2, 2024 <b>Requested Amount:</b> \$5,595.66 <b>Recommended Vendor:</b> Cellebrite, Inc. (30-302)	78-89

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17	2025-013	<b>WPD BCI Photography and Printing Supplies Dated:</b> March 25, 2024 <b>Requested Amount:</b> \$5,000.00 <b>Recommended Vendor:</b> B&H Foto & Electronics Corp. (30-208)	90-91
18	2025-014	<b>WPD BCI Crime Scene Supplies Dated:</b> March 25, 2024 <b>Requested Amount:</b> \$5,000.00 <b>Recommended</b> <b>Vendor:</b> Sirchie Acquisition Company LLC. (30-208)	92-93
19	2025-022	<b>WFD Structural Protective Gloves Dated:</b> April 4, 2024 <b>Requested Amount:</b> \$5,000.00 <b>Recommended</b> <b>Vendor:</b> C&S Specialty, Inc. (35-282)	94-95
20	2024-443	<b>WPD Emergency Vehicle Repair Dated:</b> April 3, 2024 <b>Requested Amount:</b> \$4,775.00 <b>Recommended</b> <b>Vendor:</b> Narragansett Auto Repair (76-358)	96-98
21	2024-440	<b>WPD BCI Fuming Hood Filtration Equipment (Sec.</b> 56-6) <b>Dated:</b> March 25, 2024 <b>Requested Amount:</b> \$ 3,570.00 <b>Recommended Vendors:</b> Mystaire, Inc. (30-208)	99-103
22	2024-436	<b>MIS ManageEngine AD Self-Service Support Services</b> <b>Dated:</b> March 20, 2024 <b>Requested Amount:</b> \$2,927.03 <b>Recommended Vendor:</b> SHI International Corporation (25-334)	104-113



**Bid2025-001 Maintenance and Repairs at Thayer Warburton Arenas**

- 1 Bids Received

BID ADVERTISED DATE: February 20, 2024

BID OPENING DATE: March 19, 2024

CODE: 41-331 \$50,000.00

MANNER OF AWARD: \$50,000.00  
July 1, 2024 – June 30, 2025

RECOMMEND: Environmental Systems, Inc.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Environmental Systems, Inc.  
2980 West Shore Road  
Unit #4  
Warwick, RI 02886

MAR 21 2024



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE • WARWICK, RHODE ISLAND 02889  
TEL (401) 738-2003 • FAX (401) 732-5208

FRANK J. PICOZZI  
MAYOR

ERIC J. EARLS, PE  
DIRECTOR OF PUBLIC WORKS

To: Francis Gomez, Purchasing Agent

From: Eric J. Earls, Public Works Director *EJE*

Date: March 21, 2024

Subj: Bid2025-001 HVAC Maintenance & Repair for Thayer/Warburton Arenas

We have reviewed the only bid submitted for the above and recommend award, Environmental Systems, Inc. as the lowest responsible bidder for the necessary repairs and maintenance, specifically for the compressor equipment, at Thayer and Warburton Arenas.

The recommended vendor has intimate knowledge of the compressor systems that keep the two ice surfaces functioning and frozen. This vendor responds immediately to any issues at our facility. While there are the occasional calls for service after normal business hours, the majority of the service is provided during normal business hours.

The current bid expires on June 30, 2024. The new contract period will be July 1, 2024 to June 30, 2025. The recommended cap is \$50,000.00 for a one-year period.

(41-331 - \$50,000)

**Bid2025-017 Janitorial & Cleaning Supplies for the Department of Public Works**

- 14 Bids Received

BID ADVERTISED DATE: February 29, 2024

BID OPENING DATE: March 30, 2024

CODE:	41-281	\$7,500.00
	42-281	\$7,500.00
	66-281	\$26,000.00
	70-281	\$5,000.00
	65-239	\$4,000.00

MANNER OF AWARD: \$50,000.00  
June 25, 2024 – June 24, 2025

RECOMMEND: WB Mason Co., Inc. Staples Business Advantage, Glove Cleaners,  
& Geriatric Medical and Surgical Supply.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process

All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>

Staples Business Advantage  
500 Staples Dr.  
Framingham, MA 01702

Mansfield Paper Company  
380 Union St.  
West Springfield, MA 01090

WB Mason Co., Inc.  
99 Bald Hill Rd.  
Cranston, RI 02920

**Continued Next Page**

**Bid2025-017 Janitorial & Cleaning Supplies for the Department of Public Works**

C.W. Nowlin Enterprises, LLC.  
336 Riverview Rd.  
Madison Heights, VA 24572

Likarr Maintenance Systems  
6 Perry Dr.  
Foxboro, MA 02035

Banner Systems, Inc.  
135 Elliot St.  
Brockton, MA 02302

Unipak Corp.  
P.O. Box 332  
West Long Branch, NJ 07764

Central Poly Bag Corp.  
2400 Bedle Place  
Linden, NJ 07036

Quill, LLC.  
300 Tri State International Dr.  
Lincolnshire, IL 60069

Malor & Company, Inc.  
3 Columbus Circle  
15<sup>th</sup> Floor  
New York, NY 10019

Hillyard, Inc.  
127 Park Ave.  
Suite 101  
East Hartford, CT 06108

Geriatric Medical and Surgical Supply  
28 Torrice Dr.  
Woburn, MA 01801

**Continued Next Page**

**Bid2025-017 Janitorial & Cleaning Supplies for the Department of Public Works**

Glove Cleaners  
14 High Street  
Plainville, MA 02762

BNB Networks, LLC  
2 N Central Ave  
#1800  
Phoenix, AZ 85381

APR 04 2024



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE • WARWICK, RHODE ISLAND 02889  
TEL (401) 738-2003 • FAX (401) 732-5208

FRANK J. PICOZZI  
MAYOR

ERIC J. EARLS, PE  
DIRECTOR OF PUBLIC WORKS

To: Francis Gomez, Purchasing Agent

From: Eric J. Earls, Public Works Director *EJE*

Date: April 4, 2024

Subj: Bid2025-017 Janitorial Supplies for the Department of Public Works

We have reviewed the fourteen bids submitted for the above and recommend award, in the best interest of the City to WB Mason, Inc., Staple Business Advantage, Glove Cleaners and Geriatric Medical and Surgical Supply as the overall lowest bidders. These four bidders all provided an overall lowest bid for the items on the pricing sheet. This department provides paper goods and cleaning supplies for most City buildings. As such, it is imperative that we are able to purchase and stock these items when needed for the health, safety and wellbeing of those utilizing the facilities.

The current bid expires on June 24, 2024. The new contract period will be June 25, 2024 to June 24, 2025. The recommended cap is \$50,000.00 for a one-year period.

(41-281 - \$7,500)  
(42-281 - \$7,500)  
(66-281 - \$26,000)  
(70-281 - \$5,000)  
(65-239 - \$4,000)

CODE: 25-334

**SECTION 56-6**

**Bid2025-024 E-Permitting**

OpenGov Inc.  
955 Charter Street  
Redwood City, CA 94063

Contract Award: \$42,238.00  
Contract Period: July 1, 2024 – June 30, 2025



CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Monday, March 25, 2024  
Re: 56-6 – Exception to Bid – OpenGov, Inc.

This is a request under City Ordinance 56-6, Exception to Bid, to award the annual service and support contract for the OpenGov Cloud service to OpenGov, Inc., in the amount of \$42,238.00. This software is used for e-permitting throughout the City as well as throughout the state. The increase over last year is mainly due to the adoption of the product by the Warwick Police Department for processing their licenses and permits. This support contract runs from July 1, 2024 through June 30, 2025.

The pricing is based on the State's continuing negotiations with the software provider, OpenGov, Inc. Since this is mandated software by the state, as happened last year, we anticipate that they will reimburse the City for the portion of the cost associated to the Building Department.

OpenGov, Inc., 955 Charter Street, Redwood City, CA 94063, is the proprietary owner of this software which has been standardized across the state.

This expense is budgeted in and will be paid for out of Budget Code 25-334.

Cc: Peder Schaefer – Finance Director  
Al DeCorte – Building Director





OpenGov Inc.  
660 3rd Street, Suite 100  
San Francisco, CA 94107  
United States

Order Form Number: OG-00RI3943  
Created On: 3/11/2024  
Order Form Expiration: 6/30/2024  
Subscription Start Date: 7/1/2024  
Subscription End Date: 6/30/2025

Prepared By: Audrey Helle  
Email: ahelle@opengov.com  
Contract Term: 12 Months

Customer Information		Contact Name:	Debbie Hafferty
Customer:	City of Warwick, RI	Email:	deborah.l.hafferty@warwickri.com
Bill To/Ship To:	3275 Post Road Warwick, Rhode Island 02886 United States		

Order Details	
Billing Frequency:	Annually in Advance
Payment Terms:	Net Thirty (30) Days

SOFTWARE SERVICES:	Start Date	End Date	Annual Fee
Product / Service			
Permitting & Licensing - 1 Service Area Building Department	7/1/2024	6/30/2025	\$11,145.33
Permitting & Licensing - 1 Service Area Fire Department	7/1/2024	6/30/2025	\$11,145.33
Permitting & Licensing - 1 Service Area Licensing / Police Department	7/1/2024	6/30/2025	\$8,802.00
Permitting & Licensing - 1 Service Area Sewer Department	7/1/2024	6/30/2025	\$11,145.34

Annual Subscription Total: See Service Terms

Service Terms	
Service Date:	Amount:
July 1, 2024	\$42,238.00

**Order Form Legal Terms**  
This Order Form is entered into between OpenGov, Inc. ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates that certain Agreement for Statewide e-Permitting Software System, made by and between OpenGov and the State of Rhode Island ("State") effective July 13, 2015, as amended from time to time ("Master Agreement") and the applicable Statement of Work ("SOW") incorporated herein in the event Professional Services are purchased. The Order Form, Master Agreement and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Order Form, Customer acknowledges that it has been reviewed, and agrees to be legally bound by the Agreement.

Effective as of the date of the last signature on this Order Form, this Order Form shall replace and supersede the Order Form Number 0011039 executed on September 6, 2023.

City of Warwick, RI

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

OpenGov, Inc.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CODE: 25-334

**SECTION 56-6**

**Bid2025-025 Emergency Services Workforce Management Software**

Vector Solutions  
4890 West Kennedy Blvd.  
Suite 300  
Tampa, FL 33609

Contract Award: \$39,078.35  
Contract Period: July 1, 2024 – June 30, 2025



CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Tuesday, March 19, 2024  
Re: 56-6 – Exception to Bid – CrewSense, LLC

This is a request under City Ordinance 56-6, Exception to Bid, to award the annual service contract for Emergency Service's workforce management software to CrewSense, LLC, which is now a part of Vector Solutions, as the sole provider of their Software as a Service (SaaS) product, Crew Sense Workforce Management, in the amount of \$39,078.35 which included the license, maintenance and training components listed below. This is significantly higher than previous years because it now includes licensing for the Vector Learning Management System which has been coming out of the WFD budget in previous years. The current contract expires on June 30, 2024.

This contract would run from July 1, 2024 through June 30, 2025. The cost breakdown for the software would be as follows:

Fire Department – 236 annual Licenses	@ \$ 71.77 (an) per user	\$16,937.72
Police Department – 5 annual Licenses	@ \$ 71.77 (an) per user	\$ 358.85
Local Phone Number	@ \$ 108.18 per year	\$ 108.18
Vector LMS, Fire – 224 annual Licenses	@ \$ 91.67 (an) per user	\$20,534.08
Vector LMS, Office – 12 annual Licenses	@ \$ 58.71 (an) per user	\$ 704.52
Vector LMS, Annual Maintenance	@ \$ 435.00 per year	\$ 435.00

This software allows the Fire Department to effectively and efficiently administer and track the management of their respective workforces in the areas of requested time off, scheduled time modifications, acceptance of detail assignments, roll call equipment availability, and Over-Time approval and tracking. The Police Department has switched to an existing software product in their department, but needs to maintain a small number of licenses in order to be able to retrieve historic information. The training software is utilized by the WFD to conduct their on-line training curriculum.

CrewSense, LLC, 4890 West Kennedy Boulevard, Suite 300, Tampa, Florida 33609, is an industry leader in this highly specialized software niche, and provided the greatest amount of required functionality at the most cost effective price point.

This will be paid for out of Budget Code 25-334.

Cc: Peder Schaefer – Finance Director  
Colonel Connor – Chief of Police  
Chief McMichael – Fire Department Chief

# Renewal Notice



# TargetSolutions

Date Tuesday, March 19, 2024

Contract Name	Account Manager	Billing Frequency	Renewal Start Date
City of Warwick Fire & Police (RI)	Alycia Maasen	Annual	07-01-2024

Quantity	Product	Description	Unit Price	Total
236	Vector Scheduling	Fire	\$71.77	\$16,937.72
5	Vector Scheduling	Police	\$71.77	\$358.85
1	Vector Scheduling - Secondary Phones	Local Phone Line - Crewsense	\$108.18	\$108.18
224	Vector LMS, TargetSolutions Edition Premier Membership	Fire	\$91.67	\$20,534.08
12	Vector LMS, TargetSolutions Edition Premier Membership	Office staff	\$58.71	\$704.52
1	Vector LMS, TargetSolutions Edition - Maintenance Fee	Annual maintenance of Vector LMS, TargetSolutions Edition	\$435.00	\$435.00

Grand Total: \$39,078.35

As a convenience to our customers, we are changing our billing policy effective December 1st, 2019 to send out bills 30 days in advance of your renewal.

This does not change the billing due date or the payment terms of your agreement.

*Upon expiration of the Initial or any Renewal Term of your Client Agreement, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Unless otherwise provided in your Client Agreement, any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.*



## Justification Letter

***Training Management | Operations & Asset Management | Workforce Management |  
Early Intervention and Performance Management | EHS Management***

This document serves as a justification letter for Vector Solutions' integrated suite of systems for online training and live skill evaluations (**Vector LMS** and **Vector Evaluations+**), operations and asset management (**Vector Check It**), workforce management (**Vector Scheduling**), early intervention and performance management (**Guardian Tracking**) and **EHS Management**, which are all developed and provided solely by Vector Solutions, the industry's leading provider of solutions to train, prepare, and retain your personnel.

### Service Description

Vector Solutions' industry-leading online training, operations, scheduling, evaluations, early intervention and performance, and EHS management system is a comprehensive suite of proprietary web-based solutions for Fire and EMS departments and is the industry's only all-in-one operational hub for the management of training, assets, employee scheduling, skill assessments and safety compliance. The unique, one-of-a-kind software features exclusive software tools built with fire departments in mind, including best-in-class training courses and recordkeeping applications.

### Training

Vector Solutions features the industry's leading Learning Management System (LMS) for scheduling, delivering, tracking, and reporting online courses and in-person training.

The software was developed for fire and EMS departments and when creating it, Vector Solutions leveraged partnerships with the NFPA and CAPCE to develop a new approach to training and continuing education. With the abundance online education available via the internet, **Vector LMS** has revolutionized fire and EMS training and continued education, which allowed departments to offer online training from any location and with minimal loss of personnel productivity. In addition to convenience and compliance benefits, the online training methodology, which has become common across all industries, can be completed at a fraction of the cost of managing and delivering classroom education using traditional methods.

Key features of **Vector LMS** include:



**Bid2025-021 Delivery, Rental and Filling of Medical Grade Oxygen**

- 2 Bids Received

BID ADVERTISED DATE: April 8, 2024

BID OPENING DATE: April 4, 2024

CODE: 35-367 \$24,000.00

MANNER OF AWARD: \$24,000.00  
July 1, 2024 – June 30, 2026

RECOMMEND: Clinical 1

---

**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

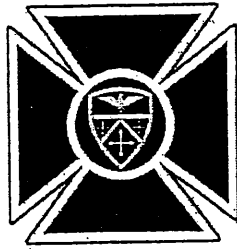
Clinical 1  
65 Mathewson Drive  
Suite E  
Weymouth, MA 02189

Linde Gas & Equipment Inc.  
231 Jefferson Blvd.  
Warwick, RI 02888

APR 08 2024



Jason Umbenhauer  
Assistant Chief



Office: (401) 468-4044  
Fax: (401) 468-4043

Warwick Fire Department  
111 Veterans Memorial Drive  
Warwick, Rhode Island 02886

April 4, 2024

Francis Gomez  
Purchasing Agent  
City of Warwick

The bid for *Delivery, Rental & Filling of Medical Grade Oxygen, Bid#2025-021* has been carefully reviewed by the Fire Department.

Two (2) vendors submitted a bid and have met all the specifications outlined in our request. I recommend the bid be awarded to the following vendor who has proposed the lowest overall price:

**Clinical 1, Weymouth, MA**

The current bid expires on 6/30/2024 and the Department is requesting a two (2) year award, effective 7/1/2024 through 6/30/2026, for a total amount not to exceed \$24,000. Funding for this award will be from budget code 35-367 EMS Supplies & Equipment.

Please contact me should you have any questions.

Jason Umbenhauer  
Assistant Chief

*Jason.Umbenhauer@warwickri.gov*

**Bid2025-018 Veterinary Services for Shelter Animals**

- 1 Bid Received

BID ADVERTISED DATE: February 29, 2024

BID OPENING DATE: March 19, 2024

CODE: 360-0414 \$22,000.00

MANNER OF AWARD: \$22,000.00  
July 1, 2024 – June 30, 2026

RECOMMEND: Salmon River Veterinary Service

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

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City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Salmon River Veterinary Service  
358 Hill St.  
Coventry, RI 02816



MAR 26 2024

To: City Council members

From: Ann Corvin- Animal Shelter

Re: Veterinary bid # 2025-018

Date: 3/26/24

---

I recommend awarding bid# 2025-018 (current bid 2023-007, expiring June 30, 2024) for Veterinary services to Salmon River Vet for a period of two years from July 1, 2024 through June 30, 2026 in the amount of \$22,000 (\$11,000 per year), these funds should be taken from acct 360-0414. This was the only bid received, numerous inquiries in the past have shown that local vets cannot spare staff to accommodate the shelter and are typically backed up accommodating their own clients.



**Bid2025-016 Fire Department Promotional Exams**

- 3 Bids Received

BID ADVERTISED DATE: February 29, 2024

BID OPENING DATE: March 20, 2024

CODE: 35-390 \$20,000.00

MANNER OF AWARD: \$20,000.00  
June 8, 2024 – June 7, 2026

RECOMMEND: Fire Service Testing Company Inc.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

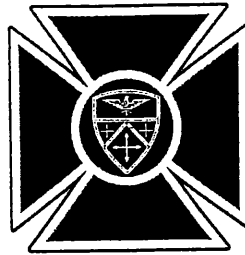
**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Fire Service Testing Company, Inc.  
1312 Apollo Beach Blvd.  
Suite B  
Apollo Beach, FL 22572



Jason Umbenhauer  
Assistant Chief



MAR 27 2024

Office: (401) 468-4044  
Fax: (401) 468-4043

Warwick Fire Department  
111 Veterans Memorial Drive  
Warwick, Rhode Island 02886

March 20, 2024

Francis Gomez  
Purchasing Agent  
City of Warwick

The bid for *Fire Department Promotional Written Examinations, Bid#2025-016* has been carefully reviewed by the Fire Department. Three (3) vendors submitted bids, and after evaluating pricing, the Fire Department is recommending the bid be awarded to the following vendor:

**Fire Service Testing Company, Inc., Apollo Beach, FL**

Examinations purchased under this bid are for the contractually required promotional examinations for all ranks and in-grade promotions within the Department.

The current bid expires on 6/7/2024 and the Department is requesting a two (2) year bid, effective 6/8/2024 through 6/7/2026, for a total amount not to exceed \$20,000. Funding for this service will be from budget code 35-390 Fire Testing Expense.

Please contact me should you have any questions.

Jason Umbenhauer  
Assistant Chief

CODE: 25-231

**SECTION 6-12**

Request permission to increase PCR-16-24 (Sub A) from \$135,687.46 to \$155,687.46.

**Bid2024-051 Computer Hardware and Related Equipment**

Various Vendors

**LAST ACTION TAKEN**

**Award (6-12):** On February 26, 2024, PCR-16-24 was approved in the amount of \$14,778.81.

Contract Increase Requested:	<u>\$20,000.00</u>
Current Contract Award:	<u>\$135,687.46</u>
Contract Period Requested	<u>No Change to Contract Period</u>
Current Contract Period	<u>July 1, 2023 – June 30, 2024</u>



CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

PHILIP CARLUCCI  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Friday, March 18, 2024  
Re: 6-12 Computer Hardware Purchases BID 2024-051

This is a request under City Ordinance 6-12 to amend Bid 2024-051, expiring June 30, 2024, increasing the spending authority by \$20,000. This will bring the total of this Bid to \$155,687.46. This increase will be used to purchase replacement batteries over the next several months for existing UPS (uninterruptible power supplies) units that we have inherited from Cox. These are extraordinary purchases outside of our normal technology refresh program. This request would retain the June 30, 2024 through date of the Bid as well as the previously approved acceptable vendor list.

Cox has recently changed its policy on supporting the UPS units associated with their network and telephone equipment. Prior policy had them installing these UPS units without charge and supporting those same units with replacement batteries on an as needed basis. This policy was a courtesy and not noted in any contracts. Due to increasing support costs, Cox has now changed their policy and will no longer support these UPS units. However, they are not removing these units, allowing them to revert ownership to the customer. As it turns out, this is a great benefit to the customer since maintenance battery replacements are only a fraction of the cost of the units themselves. This is an even better situation for the City since we are transitioning from rented equipment to owned equipment and will now not have to acquire new UPS units for the incoming hardware.

Funding for this expenditure will come from 25-231.

Cc: Peder Schaefer – Finance Director

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 389	Purchase of Solar Speed Signs (WARD 5 & 6)	<b>All Traffic Solutions</b> P.O. Box 221410 Chantilly, VA 20153	\$62,368.00	One-Time Purchase		56-6
2024 - 390	Dictation Software for Police Department	<b>Nuance Communications, Inc.</b> One Wayside Rd Burlington, MA 01803	\$56,150.00	One-Time Purchase		56-6
2024 - 379	Purchase of 2007 KME 1500 GPM Pumper for Fire Department	<b>Barrington Fire Department</b> 100 Federal Rd. Barrington, RI 02806	\$40,000.00	One-Time Purchase		56-6
2024 - 350	Annual Bituminous Concrete & Portland Cement Repair for Roadways & Sidewalks	<b>International Paving Corporation</b> 1331 Main Street West Warwick, RI 02893	\$25,000.00	03/31/24 - 03/31/25		
2024 - 373	Provide & Install Electrical Components for Warning Horn at Conimicut Point	<b>O'Neil Electric</b> 39 Foxcroft Ave Warwick, RI 02889	\$16,830.98	One-Time Purchase		56-6
2024 - 381	SOPHOS Professional Services	<b>SHI International</b> 290 Davidson Ave Somerset, NJ 08873	\$15,350.25	03/24/24 - 03/23/25		56-10
2024 - 342	Fire Department Class B Uniforms	<b>Donnelly's Inc. of RI</b> 50 Sharpe Drive Cranston, RI 02920	\$15,000.00	04/07/24 - 04/06/26		
2024 - 051	Hardware & Related Equipment	<b>Various Vendors</b>	\$14,778.81	07/01/23 - 06/30/24	1	6-12
2024 - 383	Police Radio Tower Rental	<b>Crown Castle</b> 6325 Ardrey Kell Rd Charlotte, NC 28777	\$14,372.95	07/01/24 - 06/30/25		56-6
2024 - 384	Purchase of Sand	<b>JR Vinagro</b> 2208 Plainfield Pike Johnston, RI 02919	\$11,020.09	One-Time Purchase		56-6
2021 - 372	State of Rhode Island Paint & Paint Supplies	<b>Various Vendors</b>	\$10,000.00	Date of award - 12/31/24	2	6-12

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 380	Purchase Six (6) Laser Tech (LTI) Truspeed Lasers	<b>Laser Tech</b> 6912 South Quentin Street Suite A Centennial, CO 80112	\$8,970.00	One-Time Purchase		56-6
2024 - 367	Replace Gate Operator at City Yard	<b>Statewide Fence Builders</b> 53 Harrington Ave Warwick, RI 02888	\$7,800.00	One-Time Purchase		56-6
2024 - 393	Purchase of Three (3) Park Benches for WARD 5	<b>O'Brien and Sons</b> P.O. Box 718 Medway, MA 02053	\$5,592.00	One-Time Purchase		56-6
2024 - 375	SMS Magnet License Renewal	<b>Magnet Forensics LLC</b> 931 Monroe Drive NE Suite A 102-340 Atlanta, Georgia 30306	\$5,420.00	05/01/24 - 04/30/25		56-6
2024 - 376	SigCom Radio Alarm Propagation Study	<b>Signal Communications Corporation</b> 4 Wheeling Ave Woburn, MA 01801	\$4,896.00	One-Time Purchase		56-6
2024 - 374	Purchase Authorization - Simunition Training Ammunition	<b>AAA Police Supply</b> 940 Providence Highway Dedham, MA 02026	\$4,376.00	One-Time Purchase		56-6
2024 - 391	Purchase of Flashing Pedestrian Crossing (WARD 5)	<b>Migma Systems, Inc.</b> 1600 Providence Hwy Walpole, MA 02081	\$3,080.00	One-Time Purchase		56-6
2016 - 268	Internet-Based System for Police Application & Recruitment Management	<b>PoliceApp.com</b> 250 Pomeroy Ave Suite 201 Meriden, CT 06450	No Monies Requested	03/10/24 - 03/09/26	3	6-12
2021 - 295	Engineering and Survey Support Services at Oakland Beach	<b>BL Companies, Inc.</b> 2348 Post Rd Suite 26 Warwick, RI 02886	No Monies Requested	05/10/24 - 05/09/25	4	6-12

AND BE IT FURTHER RESOLVED, That such purchase or contract be awarded to the lowest responsible bidder.

1. Request permission to increase PCR-11-24 (Sub A) from \$120,908.65 to \$135,687.46.
2. Request permission to increase PCR-84-21 (Sub A) from \$20,000.00 to \$30,000.00 and extend contract period through December 31, 2024.
3. Request permission to extend PCR-14-22 (Sub A) from March 10, 2022 through March 9, 2024
4. Request permission to extend PCR-15-23 (Sub A) from May 10, 2023 through May 9, 2024.

**THIS RESOLUTION SHALL TAKE EFFECT UPON ITS PASSAGE**



PCR-16-24 (Sub A)

CITY OF WARWICK

STATE OF RHODE ISLAND

RESOLUTION OF THE CITY COUNCIL

02/26/2024

MEETING DATE: \_\_\_\_\_

NO:           R-24-14          

APPROVED:  MAYOR

DATE:           2-27-24          

RESOLVED, that the City Council of the City of Warwick as required by the provisions of Sections 6-11 and 6-12 of the City Charter and the Ordinance relative to competitive bidding on purchase enacted there under hereby and herewith approves the acceptance of the following bid(s):

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 388B	Purchase of Mobile Command Center	<b>Emergency Vehicles, Inc.</b> 705 13th Street Lake Park, FL 33403	\$595,021.00	One-Time Purchase		56-6
2024 - 349	Neptune Cold Water Meters	<b>Ti-SALES, Inc.</b> 36 Hudson Road Sudbury, MA 01776	\$350,000.00	03/27/24 - 03/26/26		
2024 - 388A	Purchase of Cab and Chassis	<b>The Peterbilt Store</b> 11 Industrial Ln Johnston, RI 02919	\$129,975.00	One-Time Purchase		56-6
2024 - 331	Sleepy Hollow Tennis Court Improvements	<b>Narragansett Improvement Company</b> 223 Allens Ave. Providence, RI 02903	\$69,580.00	One-Time Purchase		

**Bid2024-400 Traffic Signs, Channel Posts & Materials**

- 7 Bids Received.

BID ADVERTISED DATE: February 20, 2024

BID OPENING DATE: March 19, 2024

CODE: 63-227 \$18,000.00

MANNER OF AWARD: \$18,000.00  
June 5, 2024 – June 4, 2025

RECOMMEND: American Traffic Safety Materials, Inc., Eberl Iron Works, Inc,  
Vulcan Signs. Sign Solutions USA, LLC, National Highway  
Products, Inc., Osburn Associates, Inc. & Lightle Enterprises of  
Ohio, LLC.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Lightle Enterprises of Ohio, LLC.  
P.O. Box 329  
Frankfort, OH 45628

Vulcan, Inc.  
d/b/a Vulcan Signs  
P.O. Box 1850  
Foley, AL 36536

American Traffic Safety Materials, Inc.  
P.O. Box 1449  
Orange Park, FL 32067

**Continued Next Page**

**Bid2024-400 Traffic Signs, Channel Posts & Materials**

Sign Solutions USA, LLC.  
2501 8<sup>th</sup> Ave. NW  
West Fargo, ND 58078

National Highway Products, Inc.  
301 Riverside Drive  
Millville, NJ 08332

Osburn Associates, Inc.  
P.O. Box 912  
Logan, OH 43138

Eberl Iron Works, Inc.  
128 Sycamore St.  
Buffalo, NY 14204



MAR 21 2024

CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE • WARWICK, RHODE ISLAND 02889  
TEL (401) 738-2003 • FAX (401) 732-5208

FRANK J. PICOZZI  
MAYOR

ERIC J. EARLS, PE  
DIRECTOR OF PUBLIC WORKS

To: Francis Gomez, Purchasing Agent

From: Eric Earls, Public Works Director *EE*

Date: March 21, 2024

Subj: Bid2024-400 Traffic Signs, Channel Post and Materials

We have reviewed the seven bids submitted for the above and recommend award, in the best interest of the City, to all vendors. They are American Traffic Safety Materials, Inc., Eberl Iron Works, Inc., Vulcan Signs, Sign Solutions USA, LLC, National Highway Products, Inc., Osburn Associates, Inc. and Lightle Enterprises of Ohio, LLC for the purchase of materials utilized by the sign shop in the Highway Division.

Most of these vendors do not carry items every item in the bid specifications. Some do not carry sign material, sign blanks, posts or brackets. Also to be considered is the pricing from each vendor as well as shipping time. Since this department is responsible for creating and installing all signs, including traffic controls where necessary, we are asking for all vendors to be awarded so the needs of the City can be met and there is no delay in procuring materials necessary.

The current bid expires on June 4, 2024. The new contract period will be June 5, 2024 to June 4, 2025. The recommended cap is \$18,000.00 for a one-year period.

(63-227 - \$18,000)

**Bid2024-399 Design, Print & Mail 2023 Consumer Confidence Report**

- 2 Bids Received

BID ADVERTISED DATE: February 20, 2024

BID OPENING DATE: March 19, 2024

CODE:	84-205	\$5,374.00
	84-202	\$9,626.00

MANNER OF AWARD: \$15,000.00  
One-Time Purchase

RECOMMEND: Graphic Image, Inc.

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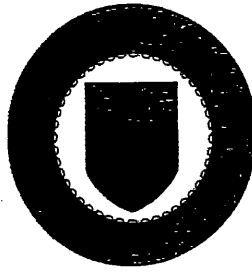
**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

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**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Graphic Image, Inc.  
561 Boston Post Rd.  
Milford, CT 06460

Terry DiPetrillo  
Division Chief



MAR 25 2024

Frank J. Picozzi  
Mayor

Michael St. Pierre  
Business Manager


## CITY OF WARWICK

DEPARTMENT OF PUBLIC WORKS

DIVISION OF WATER

935 SANDY LANE • WARWICK, RHODE ISLAND 02889  
Tel (401) 738-2008 • Fax (401) 732-0616

To: Francis Gomez, Purchasing Agent

From: Terry DiPetrillo, Water Division Chief 

Date: March 22, 2024

Subj: Bid2024-399 Design, Print, & Mail 2023 Consumer Confidence Report

The Water Division has reviewed the two bids submitted and recommends award to Graphic Image for design, print, and mail of the 2023 consumer confidence report. The water division is required to send these reports out to fulfill the mandate for the EPA and the RI Department of Health once yearly for the consumer to review our water quality.

The total award for this bid is \$15,000. A portion of this award is for expected postage fees, however that cost will be determined once the reports are mailed. This is a one-time purchase and therefore no contract period is necessary.

(84-205- \$5,374.00)

(84-202 - \$9,626)

CODE: 25-360

**SECTION 6-12**

Request permission to increase PCR-11-24 (Sub A) from \$50,000.00 to \$63,500.00.

**Bid2023-310 State of RI Software and Services for Database Programming**

Various Vendors

**LAST ACTION TAKEN**

**Award (6-12):** On February 5, 2024, PCR-11-24 was approved in the amount of \$20,000.00.

Contract Increase Requested:  
Current Contract Award:

\$13,500.00  
\$50,000.00

Contract Period Requested  
Current Contract Period

No Change to Contract Period  
January 1, 2024 – June 30, 2024



CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Friday, April 5, 2024  
Re: 6-12 BID 2023-310 Software Contract Services

This is a 6-12 request to increase BID 2023-310 by \$13,500 bringing the total spending authority to \$63,500. In addition, I would like to move the through-date out by 90 days to September 30, 2024 to allow for a potential extended review requirement on the new project.

Our current technology infrastructure is almost exclusively on premise. This presents a number of high-level risks for the City. The first is the fact that our current Data Center housing this equipment is severely below acceptable service levels. The equipment was moved there, out of the previous Data Center, as a temporary stop to facilitate the removal of the condemned Annex behind City Hall. It was never intended to be a permanent location. To remediate this issue alone would require an extensive expenditure, easily exceeding \$100,000, along with additional on-going annual support expenses. In addition to the facility itself, there currently are no provisions for recovering the Data Center to a Hot Site in the case of a disaster. Such Disaster Recovery programs would require annual expenditures exceeding \$80,000 per year along with associated testing costs for personnel each year. These are just the surface costs and do not approach covering the true total cost of ownership in running a proper on premise Data Center.

As a more acceptable and cost efficient solution, the City needs to move to a Cloud / Software as a Service (SaaS) architecture instead. While such an architecture is the most commonly used in today's technology environment, it carries with it significant decisions which directly affect what is a substantial annual cost. It is for this reason that I want to conduct an outside analysis that will evaluate the City's current posture, outline alternatives, make recommendations, and lay out a logical and cost-achievable plan for moving to a new paradigm for the City's Technology Infrastructure.

This project, as outlined in the attached Statement of Work, will cover this first step and allow us to develop an implementation plan that fits with available budget dollars and available personnel. The budget code to cover this will be 25-360.

Cc: Peder Schaefer, Finance Director





# **STONEWALL SOLUTIONS, INC.**

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*Statement of Work*

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## **CITY OF WARWICK**

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*Cloud Migration Plan*

April 4, 2023

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## SCOPE STATEMENT

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The scope of this project involves developing and delivering a cloud migration plan with strategy that enables the City of Warwick a smooth, cost effective ability to migrate existing systems, applications, content to the cloud.

### AREAS OF FOCUS INCLUDE:

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- Analysis of current systems, applications and user requirements for consideration for cloud migration
- Analysis of data and content usage and access requirements with consideration for cloud migration
- Review of user access and security methods in place with consideration for cloud migration



- Identification of applications requiring modification, upgrade or reengineering to support cloud migration
- Determine recommended order of priority and timeline for migration
- Estimate cloud service requirements and associated costs
- Produce and submit Cloud Migration Plan

## SCOPE OF WORK

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### PROJECT DELIVERABLES

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The deliverables within this project are as follows:

- Analysis of existing applications, operating system and environmental software.
  - a. System, OS, versions, supportability
  - b. Applications, concurrent users and access/uptime requirements
- Analysis of digital content.
  - a. Content management tools in use i.e. Office, other...
  - b. Content type and volume
  - c. Content security and share requirements
  - d. Access requirements Hot - Archive
- Identify cloud migration path for each system and application.
  - a. Existing cloud version available?
  - b. Compatibility, version, supportability
  - c. Upgrade, modification or rearchitect requirements for older systems
- Map current user access and security requirements to cloud service capabilities.
- Develop strategy and plan for cloud migration
  - a. Order of priority for system and content migration
  - b. Identify upgrade, modification or re-engineering of required systems
  - c. Identify services, capacity, accessibility and security requirements
  - d. Identify cloud content management tools i.e.M365, SharePoint, PowerPlatform
  - e. Assess phased vs full cloud migration strategy
  - f. Estimate cloud services costs and expected cost savings
- Review cloud migration findings and recommended strategy
  - a. Recommended strategy with client stakeholders
  - b. Gain feedback and adapt plan
  - c. Resubmit and gain validation for plan
- Develop on premise Office to Microsoft 365 migration plan
- Produce and submit Cloud Migration Plan:
  - a. Overview of cloud migration strategy
  - b. Plan for cloud migration of applications -
  - c. Plan for Office to Microsoft365 and content migration

- d. Migration plan
  - i. Migration tasks with owners and timeline
- e. Training and Change Management Considerations
- f. Cost

## PROJECT METHODOLOGY AND DELIVERY

To encourage collaboration and ensure transparency of deliverables through project lifecycle, a SmartSheet Project Management Portal site will be deployed. This project portal will facilitate project management, communication, and proper execution. Key project team members will have access to the project site.

To ensure timely delivery and success during the project, Stonewall and the client should assign a Project Manager or Project Coordinator as point of contact. These individuals will be the point of contact for planning deliverables, scheduling meetings and for approval of tasks within this project life cycle.

Stonewall will schedule Microsoft Teams meetings and occasional client onsite meetings during the project lifecycle. During project lifecycle. As Stonewall begins building artifacts and developing the migration plan, we will share documents through our SharePoint Project Portal for client review and revision or validation. Timely review and feedback is critical to success of the project.

### ***Work Product***

Stonewall will use Microsoft SharePoint for document build and collaboration with client inputs. The final work product "Cloud Migration Plan" will be delivered first as a draft with change tracking enabled for client input and validation. Final Cloud Migration Plan will be distributed to desired client audience in a .pdf format.

## PROJECT ASSUMPTIONS

### ***Assumptions***

- The Warwick project team will provide required network and system access to Stonewall technical staff to inventory system, software and content stores.
- Stonewall will be provided available artifacts that list network and security components, hardware and software components, user access profile to systems and other technical information relevant to developing a cloud migration plan.
- Stonewall will have access to meet with Warwick IT staff who can profile application and content usage, entitlement and security protocols in place.
- Warwick project team will review and provide feedback in timely manner to project documents and draft plan, such that Stonewall can complete project in anticipated timeframe.

- Cloud services and costs provided in the plan will be best estimates. It is understood that AWS and Azure service offerings and cost models change and fluctuate.

## ITEMS NOT INCLUDED IN STONEWALL'S PROJECT SCOPE

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- Actual cloud migration services for migration of systems and content. These would be provided through separate SOW

## PERIOD OF PERFORMANCE

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The period of performance for the analysis project is expected to be three to four weeks in length and will begin upon confirmation of procurement approval. A more detailed project schedule will be built out within the Project site to include project milestones, related tasks, owners, and task due dates.

Modifications or extensions to project scope will result in timeline extensions in delivery and increases in associated labor cost. These change orders will be managed through a Change Order Request process. The Stonewall and Client Project Manager must approve Change Orders before the work is completed.

## PLACE OF PERFORMANCE

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Most Stonewall requirements definition and validation meetings will be scheduled via Microsoft Teams meetings. Stonewall will occasionally schedule onsite meetings as appropriate for review of artifacts and in plan development.

## PROJECT TEAM

---

### *Stonewall Project Team*

Role	Name	Email
Project Manager	Nancy Arruda	<a href="mailto:narruda@stonewallsolutions.com">narruda@stonewallsolutions.com</a>
Sr. Cloud Architect	Michael LaPointe	<a href="mailto:mlapointe@stonewallsolutions.com">mlapointe@stonewallsolutions.com</a>
Cloud Architect	Bill Medeiros	<a href="mailto:bmediros@stonewallsolutions.com">bmediros@stonewallsolutions.com</a>
Sr Architect	Balaji Mounthu	<a href="mailto:bmounthu@stonewallsolutions.com">bmounthu@stonewallsolutions.com</a>
Project Oversight	John Condon	<a href="mailto:jcondon@stonewallsolutions.com">jcondon@stonewallsolutions.com</a>

### *Client Stakeholders*

Role	Name	Email
------	------	-------



Warwick Project Owner		
Warwick Project Manager		

## PROJECT COST

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### CLOUD MIGRATION PLAN

QTY	Description	Hours	Hourly Cost	Cost
1	Project Inception, Project Kick off, Project Site Creation and Project Plan Development	15	\$150 per hr	\$ 2,250.00
1	Information gathering, compilation of current environment detail and create draft cloud migration plan	50	\$150 per hr	\$ 7,500.00
1	Review draft cloud migration plan with client, make required revisions, create and submit final cloud migration plan	25	\$150 per hr.	\$ 3750.00
	<b>Cloud Migration Plan Total</b>			<b>\$13,500.00</b>

## ACCEPTANCE CRITERIA

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The required review and acceptance period for submittal of milestone deliverables is (5) business days from Stonewall submittal, after which point the deliverable and or milestone will be deemed as accepted by the customer.

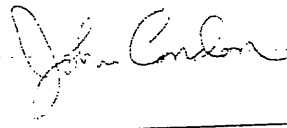
During the project, Milestone Acceptance Document will be prepared for submittal and dual signature (Stonewall and Client Project Manager) at completion of each milestone. The Milestone Acceptance Documents will correspond to the Milestone Payment Schedule and the milestone tasks outlined within the project plan. Upon Milestone Acceptance Document approval, Stonewall will submit the corresponding milestone(s) invoice with copy of the milestone acceptance form for payment.



**STONEWALL**  
INNOVATIVE TECHNOLOGY SOLUTIONS

Changes and enhancements to the project scope will be outlined within a Change Order Form as submitted by Stonewall. Change order acceptance will be acknowledged by both Stonewall and Client Project Manager signature.

## ACCEPTANCE

<b>City of Warwick</b>	
Approved By:	
Signature:	
Approval Date:	
<b>Stonewall Solutions, Inc. Approval</b>	
Approved By:	John D. Condon, Stonewall President/CEO
Signature:	
Approval Date:	December 20, 2023

# Contract Summary

## General Information

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Contract Number MPA 227 FY22  
Issue Date August 23, 2021  
Organization State of Rhode Island  
Status Active  
Multi Contractor Yes  
Contract  
Title (ITS75) Software and Services  
Description This is a Statewide Contract for software and related services, including installation, implementation, customization, training, support, and maintenance. This MPA resulted from a multistate solicitation and resulting contracts lead by the State of Massachusetts, BD-20-1080-OSD03-SRC01-48438.  
  
This contract includes vendors that are Software Resellers, Software Publishers, and Software Implementation Services Providers. Types of software available include Commercial Off the Shelf (COTS) Software, Software as a Service ("SaaS"), Platform as a Service ("PaaS"), and Infrastructure as a Service ("IaaS").  
  
Contract Administrator Jonathan Nadeau  
Email Address jonathan.nadeau@purchasing.ri.gov  
Request Number  
Solicitation Number  
Enable Contract as Round Trip No  
P-Card Accepted No  
PO Dispatch Distributor



**Commodity**

Code	Description
43000000	Information Technology Broadcasting and Telecommunications
43230000	Software
43231500	Business function specific software
43231501	Helpdesk or call center software
43231503	Procurement software
43231505	Human resources software
43231506	Materials requirements planning logistics and supply chain software
43231507	Project management software
43231508	Inventory management software
43231509	Bar coding software
43231510	Label making software
43231511	Expert system software
43231512	License management software
43231513	Office suite software
43231514	Sales and marketing software
43231515	Mailing and shipping software
43231516	Audit software
43231517	Procedure management software
43231600	Finance accounting and enterprise resource planning ERP software
43231601	Accounting software
43231602	Enterprise resource planning ERP software
43231603	Tax preparation software
43231604	Financial analysis software
43231605	Time accounting software
43232000	Computer game or entertainment software
43232004	Family software
43232005	Music or sound editing software
43232100	Content authoring and editing software
43232101	Pattern design software
43232102	Graphics or photo imaging software
43232103	Video creation and editing software
43232104	Word processing software
43232105	Charting software
43232106	Presentation software
43232107	Web page creation and editing software
43232108	Calendar and scheduling software
43232110	Spreadsheet software
43232111	Optical character reader OCR or scanning software
43232112	Desktop publishing software
43232200	Content management software
43232201	Content workflow software
43232202	Document management software
43232203	File versioning software
43232204	Embedded text entry software
43232205	Fonts software
43232300	Data management and query software

43232301	Categorization or classification software
43232302	Clustering software
43232303	Customer relationship management CRM software
43232304	Data base management system software
43232305	Data base reporting software
43232306	Data base user interface and query software
43232307	Data mining software
43232309	Information retrieval or search software
43232310	Metadata management software
43232311	Object oriented data base management software
43232312	Portal server software
43232313	Transaction server software
43232314	Business intelligence and data analysis software
43232400	Development software
43232401	Configuration management software
43232402	Development environment software
43232403	Enterprise application integration software
43232404	Graphical user interface development software
43232405	Object or component oriented development software
43232406	Program testing software
43232407	Requirements analysis and system architecture software
43232408	Web platform development software
43232409	Compiler and decompiler software
43232500	Educational or reference software
43232501	Foreign language software
43232502	Computer based training software
43232504	Route navigation software
43232505	Multi-media educational software
43232506	Encyclopedia software
43232507	Dictionary software
43232508	Phonebook software
43232509	Voice synthesizer and recognition software
43232600	Industry specific software
43232601	Aviation ground support software
43232602	Aviation test software
43232603	Facilities management software
43232604	Computer aided design CAD software
43232605	Analytical or scientific software
43232606	Compliance software
43232607	Flight control software
43232608	Industrial control software
43232609	Library software
43232610	Medical software
43232611	Point of sale POS software
43232612	Computer aided manufacturing CAM software
43232613	Manufacturing execution system MES software
43232615	Facial recognition software
43232616	Legal management software
43232617	Meteorological control software
43232618	Radar image treatment software

43232619	Satellite image treatment software
43232700	Network applications software
43232701	Application server software
43232702	Desktop communications software
43232703	Interactive voice response software
43232704	Internet directory services software
43232705	Internet browser software
43232800	Network management software
43232801	Network monitoring software
43232802	Network operating system enhancement software
43232803	Optical network management software
43232804	Administration software
43232805	Internet protocol IP multimedia subsystem software
43232900	Networking software
43232901	Access software
43232902	Communications server software
43232903	Contact center software
43232904	Fax software
43232905	LAN software
43232906	Multiplexer software
43232907	Storage networking software
43232908	Switch or router software
43232909	WAN switching software and firmware
43232910	Wireless software
43232911	Network connectivity terminal emulation software
43232912	Gateway software
43232913	Bridge software
43232914	Modem software
43232915	Platform interconnectivity software
43232916	Infrared data transfer irda software
43233000	Operating environment software
43233001	Filesystem software
43233002	Network operation system software
43233004	Operating system software
43233006	Virtual machine software
43233200	Security and protection software
43233201	Authentication server software
43233203	Network security or virtual private network VPN management software
43233204	Network security and virtual private network VPN equipment software
43233205	Transaction security and virus protection software
43233400	Utility and device driver software
43233401	Compact disc CD server software
43233402	Data conversion software
43233403	Data compression software
43233404	Compact disc CD or DVD or sound card software
43233405	Device drivers or system software
43233406	Ethernet driver software
43233407	Graphics card driver software
43233410	Printer driver software

43233411	Screen saver software
43233413	Voice recognition software
43233414	Storage media loading software
43233415	Backup or archival software
43233417	Handwriting recognition software components
43233420	Text to speech conversion software
43233500	Information exchange software
43233501	Electronic mail software
43233502	Video conferencing software
43233503	Network conferencing software
43233504	Instant messaging software
43233505	Ambient music or advertising messaging software
43233506	Map creation software
43233507	Mobile operator specific standard software
43233508	Mobile operator specific application software
43233509	Mobile messaging service software
43233510	Mobile internet services software
43233511	Mobile location based services software
43233512	Ring tone software
43233600	Electrical Equipment software
43233601	Motor Drive Software
43233602	Power Monitor Software
43233603	Programmable Logic Control Software
43233700	System management software
43233701	Enterprise system management software

## Contractors

Name			
Insight Public Sector, Inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Erica Falchetti	erica.falchetti@insight.com	480-333-3071

Name			
STONEWALL SOLUTIONS INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Erica Mercier	jcondon@stonewallsolutions.com	774-280-0389

Name			
CBTS LLC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Marilyn Koch	marilyn.koch@cbts.com	7818586246

Name			
Dell Marketing LP			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Joseph Galgano	barbara_moore@dell.com	512-724-8132

Name			
Deloitte Consulting LLP			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Rakesh Dutttagupta	rdutttagupta@deloitte.com	512-226-4200

Name			
Accelare			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Brendan McLaughlin		6514028434

Name			
Markley Boston LLC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	John Nicklas		5082439416

Name			
IntraSystems, Inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Madeline Doherty	info@intrasystems.com	7819861700

Name			
Zones, LLC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Asad Ijaz	publicsector@zones.com	253-545-6318

### Pricing Information

Contract Type	Purchase Agreement from RIFANS
Pricing Type	No Limit
Retainage Percent	0.00
Retainage Notes	
Initial Expended Value(USD)	0.00
Cumulative Encumbered/Expended Value(USD)	0.00
Total Paid(USD)	0.00
Remaining Balance(USD)	0.00
Payment Terms	Net 30 Days
Payment Notes	
Delivery Terms	Free On Board Destination
Delivery Notes	
Other Notes	

### Contract Period

Award Date	February 02, 2021
Effective Date	August 23, 2021
Expiration Date	June 30, 2026
Potential Final Expiration Date	June 30, 2026

## Contract Clauses

### CONTRACT CLAUSES

#### RIFANS Purchase Agreement Terms and Conditions

Please reference the terms and conditions as presented in your official purchase agreement. See the Purchase Agreement in attachments section.

#### Master Price Agreement (Statewide Purchase Agreement) Statewide Applicability

Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Master Price Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).

#### Annual Insurance Renewal

Annual insurance renewal certificates for workers' compensation, public liability, property damage, automobile, professional liability (a/k/a errors & omissions), builder's risk, school bus auto liability, environmental impairment (a/k/a pollution control), vessel operation (marine or aircraft) protection & indemnity, etc., must be submitted to the specific agency identified in the "ship to" section of the purchase order. Certificates are annually due prior to the beginning of any contract period beyond the initial twelve (12) month period of a contract. Failure to provide annual insurance certification may be grounds for cancellation.

#### Multi-Year

This shall be a multi-year contract. In accordance with R. I. Gen. Laws § 37-2-33, contract obligations beyond the current fiscal year shall be subject to availability of funds. Continuation of the contract beyond the initial fiscal year shall be at the discretion of the State.

#### Purchase Order/Contract

In no event shall the Vendor deliver goods or provide service until such time as a purchase order or contract is issued by the user agency. Purchase order or contract shall be created by the user agency listing the items ordered, using the pricing and format set forth in the contract. All pricing shall be as described in the contract and is considered to be fixed and firm for the term of the contract, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges are not allowable unless reflected in the contract.

#### Delivery and Payment

Vendors shall deliver goods or services as requested by the user agency in accordance with the terms and conditions of the contract or purchase order. Payment shall be authorized upon receipt and approval by the user agency of the portion of the contract or purchase order completed by the vendor. Payment shall be made upon the receipt and approval of a properly submitted vendor invoice. Any unused balance at end of the fiscal year shall be cancelled automatically.

### Catalog Names

No catalog(s) found

**Document(s)**

Document Name	Upload Date
1 MPA227 ITS75 Userguide.pdf	September 30, 2021
Category 1 - 3736603 - Insight Public Sector.pdf	August 27, 2021
Category 1 - 3755400 - Dell Marketing LP.pdf	December 31, 2021
Category 1 - 3767209 - Zones LLC.pdf	April 26, 2022
Category 2 - 3771185 - CBTS LLC.pdf	April 26, 2022
Category 2 and 4 - 3745018 - IntraSystems Inc..pdf	September 30, 2021
Category 3 - 3728454 - Stonewall Solutions.pdf	August 27, 2021
Category 3 - 3742242 - Markley Boston LLC.pdf	September 30, 2021
Category 3 and 4 - 3771061 - Deloitte Consulting.pdf	April 26, 2022
Category 4 - 3742092 - Accelare Inc..pdf	September 13, 2021

**Administrative Document(s)**

No Documents Found



## Authorization

State of Rhode Island	Community College of Rhode Island
Dept of Administration	Dept of Beh Health, Dev Dis & Hosp
Dept of Business Regulation	Dept of Children, Youth & Families
Dept of Corrections	Dept of Public Safety
Dept of Elementary & Sec Education	Dept of Environmental Management
RI Dept of Health	Dept of Human Services
Dept of Labor & Trg - Bus Affairs	Dept of Transportation
General Assembly	Judicial Department
Militia of the State	Municipalities
Office of the Attorney General	Office of the General Treasurer
Office of the Governor	Office of the Lt Governor
Office of the Secretary of State	Rhode Island College
Dept of Revenue	RI Emergency Management Agency
University of Rhode Island	City of Providence
Quasi Agencies	Gov Commission on Disabilities
RI Comm of Deaf & Hard of Hearing	State Council on Dev Disabilities
Rhode Island Council on the Arts	Historical Preserv & Heritage Comm
Secretary of Commerce	Board of Elections
Rhode Island Ethics Commission	Public Utilities Commission
Office of The Child Advocate	Rhode Island Comm for Human Rights
Ofc of the Mental Health Advocate	Office of the Public Defender
Coastal Resources Mgmt Council	Rhode Island Atomic Energy Comm
Office of Post Secondary Commr	RI Industrial-Recreational Bldg Aut
Exec Ofc Of Health & Human Services	Airport Corporation
DOA - DCAMM EDC	DOA - DCAMM Facilities
DOA - DoIT	DOA - Health Exchange
DOA - Library & Info Services	DOA - Office of Energy Resources
DOA - OMB - Budgeting	DCA - Planning
DOH - Central Management	DOH - Community Health & Equity
DOH - Environmental Health	DOH - Laboratory & Medical Examiner
DOH - PRIDEmS	DLT - Arrigan Center
DLT - Board of Review	DLT - Executive
DLT - Governors Work Board	DLT - Legal
DLT - Labor Market Info	DLT - Labor Relations Board
DLT - Marketing	DLT - Property Mgmt
DLT - Real Jobs	DLT - Temp Disability Ins
DLT - Unemployment Ins	DLT - Workers Comp
DLT - Workforce Dev	DLT - Workforce Regs
DLT - Work Partnership GRI	DOC - Correctional Industries
DOC - Central Distribution Center	DOC - Facilities and Maintenance
Davies Career and Technical School	RI School for the Deaf
DOH - Customer Services	DOH - Policy Info & Communications
DOA - Ofc of Diversity Equity & Opp	DOA - Human Resources
DOA - Legal	DOA - OMB - Audits
DOA - Purchasing	

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 357	Horizon Event Management Environment Software Maintenance	<b>Symposium Technologies USA, Inc.</b> 81 Mill Way PO Box 1180 Barnstable, MA 02630	\$35,700.00	05/01/24 - 04/30/25		56-6
2023 - 310	State of RI Software and Services for Database Programming	<b>Various Vendors</b>	\$20,000.00	01/01/24 - 06/30/24	1	6-12
2024 - 362	Elite Rescue Software Maintenance	<b>Image Trend Inc.</b> 208555 Kensington Blvd. Lakeville, MN 55044	\$19,085.66	01/01/24 - 12/31/24		56-6
2024 - 321	Mobile Thermal Printers & Accessories	<b>Island Tech Services, LLC.</b> 980 S 2 <sup>nd</sup> St. Ronkonkoma, NY 11779	\$18,000.00	03/27/24 - 03/26/26		
2024 - 335	Various Portable Radio Batteries	<b>Cyber Communications, Inc.</b> 90 Colorado Ave. Warwick, RI 02888 <b>Global Technology Systems (GTS)</b> 3 Spreen St. Suite 100 Frammingham, MA 01701	\$10,000.00	03/22/24 - 03/21/26		
2024 - 347	Adobe Software License Renewal	<b>SHI International Corporation</b> 290 Davidson Ave. Somerset, NJ 08873	\$7,669.33	02/08/24 - 02/07/25		56-10
2024 - 346	Repairs to W115	<b>Southworth Milton</b> 100 Quarry Dr. Milford, MA 01757	\$3,874.92	One Time Purchase		56-6
2024 - 351	Police Canine Insurance	<b>Nationwide Pet Insurance</b> FILE 50939 Los Angeles, CA 90074- 0939	\$3,678.44	02/19/24 - 02/18/25		56-6
2024 - 359	The Reid Interview and Interrogation Training	<b>John E. Reid &amp; Associates, Inc.</b> 123 West Madison Suite, 900 Chicago, IL 60602	\$2,900.00	One Time Purchase		56-6
2024 - 345	Rewiring of System for Wash Rack	<b>O'Neil Electric Company. Inc.</b> 39 Foxcroft Ave. Warwick, RI 02889	\$2,717.31	One Time Purchase		56-6
2024 - 360	Firewall Integration and Support Services	<b>OSHEAN Inc.</b> 6946 Post Road North Kingstown, RI 02852	\$1,666.67	03/01/24 - 06/30/24		56-10

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 051	Computer Hardware & Related Equipment	<b>Amazon</b> 410 Terry Ave. North Seattle, WA 98109 <b>CDW Government LLC</b> 300 N Milwaukee Ave. <b>GovConnection, Inc.</b> 732 Milford Rd. Merrimack, NH 03054 <b>HP Inc.</b> PO Box 101149 Atlanta, GA 30392 <b>Staples</b> 1901 Summit Tower Blvd., Suite 100 Orlando, FL 32810 <b>WB Mason Co Inc.</b> 99 Bald Hill Road Cranston, RI 02920 <b>Whalley Computer Associates</b> 9 Industrial Road Milford, MA 01757 <b>443 Technologies</b> 4 Research Drive, Suite 402 Shelton, CT 06484	\$1,411.80	07/01/23 - 06/30/24	2	6-12
2024 - 053	Network & Fiber Connectivity	<b>OSHEAN Inc.</b> 6946 Post Road North Kingstown, RI 02852	No Monies	07/01/23 - 06/30/24	3	6-12

AND BE IT FURTHER RESOLVED, That such purchase or contract be awarded to the lowest responsible bidder.

1. Request permission to increase PCR-140-23 (Sub A) from \$30,000.00 to \$50,000.00.
2. Request permission to increase PCR-1-24 (Sub A) from \$119,496.85 to \$120,908.65.
3. Request permission to add an additional vendor to PCR-59-23 (Sub A).

**THIS RESOLUTION SHALL TAKE EFFECT UPON ITS PASSAGE**

# COPY

PCR-11-24 (Sub A)

CITY OF WARWICK

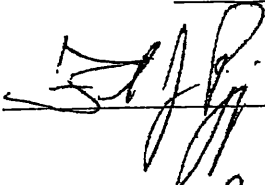
STATE OF RHODE ISLAND

RESOLUTION OF THE CITY COUNCIL

02/05/2024

MEETING DATE: \_\_\_\_\_

NO:          R-24-9         

APPROVED:  \_\_\_\_\_ MAYOR

DATE:          2-6-24         

RESOLVED, that the City Council of the City of Warwick as required by the provisions of Sections 6-11 and 6-12 of the City Charter and the Ordinance relative to competitive bidding on purchase enacted there under hereby and herewith approves the acceptance of the following bid(s):

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2024 - 355	Bear Cat Armored Vehicle	Lanco Armored Vehicles 10 Betur Industrial Drive Pittsfield, MA 01201	\$360,868.00	One Time Purchase		56-6
2024 - 323	Purchase Paratransit Van	Matthews Bus Alliance, Inc. 4802 West Colonial Dr. Orlando, FL 32808	\$120,855.00	One Time Purchase		
2024 - 231	Remove & Replace Flooring at Pilgrim Senior Center	M. Frank Higgins 199 White Oak Drive. Berlin, CT 06037	\$83,871.67	One Time Purchase		
2024 - 356	IMC Software Support	Tritech Software Systems, a Central Square Co 1000 Business Center Drive Lake Mary, FL 32746	\$64,279.52	01/01/24 - 12/31/24		56-6
2024 - 363	Purchase of 2 (two) 2023 Ford Escape - Active AWD, color Agate Black	Colonial Municipal Group 61 Camelot Dr. Plymouth, MA 02360	\$60,172.00	One Time Purchase		56-10

**Bid2025-009 Blood Borne Pathogen & Narcotics Remediation REBID**

- 1 Bid Received

BID ADVERTISED DATE: March 7, 2024

BID OPENING DATE: March 26, 2024

CODE: 30-340 \$12,000.00

MANNER OF AWARD: \$12,000.00  
July 1, 2024 – June 30, 2026

RECOMMEND: New England Trauma Services LLC.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

New England Trauma Services LLC.  
391 Oakland Street  
Mansfield, MA 02048

CITY OF WARWICK

Bradford E. Connor  
Chief of Police



MAR 28 2024

Frank J. Picozzi  
Mayor

Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 27, 2024

Ms. Francis Gomez, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick RI 02886

RE: Bid Recommendation – Police Department  
Bid2025-009 – “Blood Borne Pathogen & Narcotics Remediation”  
Funding Source: Police operating Budget Code: 30-340, “Service Contracts”

Dear Ms. Gomez,

The police department went out to bid for blood borne pathogen & narcotic remediation services and received one (1) bid from the following company:

New England Trauma Services, 391 Oakland Street, Mansfield MA 02048

Based on New England Trauma Services being the only qualified bidder, the police department would request that they be awarded the contract for these services. We have used their services in the past and were pleased with the service they provided. New England Trauma was also the sole bidder the past two years and their pricing has held the same.

The total amount of the award should not exceed \$12,000.00 and if approved will be funded by police operation budget code 30-340, “Service Contracts.” The current contract expires on June 30, 2024. This two-year service contract will cover July 1, 2024 through June 30, 2026.

If you have any questions or concerns, please contact me at 468-4230.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew P Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

CODE: 321-0478

**SECTION 56-10**

Request permission to Piggyback MPA #370

**Bid2024-441 Purchase of Five (5) LIFEPAK 1000 AEDs**

Stryker Medical  
P.O. Box 93308  
Chicago, IL 60673

Contract Award: \$11,749.19  
Contract Period: One-Time Purchase

# CITY OF WARWICK

Colonel Bradford E. Connor  
Chief of Police

Frank J. Picozzi  
Mayor



Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 25, 2024

Ms. Francis M. Gomez  
Purchasing Agent  
City of Warwick  
3275 Post Road  
Warwick, Rhode Island 02886

Re: Request for Spending Authorization-LIFEPAK 1000 AED  
City Ordinance 56-10 "Use of services of State Division of Purchases"  
Funding Source: Opioid Capital Outlay - budget code 321-0478

Dear Ms. Gomez,

The police department is seeking spending authorization under City Ordinance 56-10, "Use of services of State Division of Purchases," to purchase five (5) LIFEPAK 1000 automated external defibrillators (AEDs). Most of the police department's current inventory of Philips Heartstart defibrillators have reached the end of their useful life and the corresponding accessories are either expired or nearing expiration. Each LIFEPAK 1000 defibrillator unit equipped with the necessary accessories and a carrying case is priced at \$2,330.67, after a one-for-one trade in credit of \$225.00 for our old defibrillators. The total cost of the five defibrillators, after credits and shipping, would be \$11,749.19.


The pricing for these AED units is a piggyback of the State of Rhode Island Division of Purchases MPA with Stryker Sales Corporation, award number 3651044, with the effective date of December 3, 2019 and expiration date of August 4, 2024.

The police department currently has an AED assigned to our cellblock, visitor lobby, and several patrol supervisor vehicles. We intend to keep this allocation the same with the new units. AEDs are an important and useful tool for first responders. Having functioning AEDs on hand in the cellblock and lobby are necessary to ensure we can offer lifesaving measures prior to the WFD arrival. AEDs, in conjunction with Narcan, can help resuscitate those impacted by an opioid overdose. AEDs can be the lifeline for those suffering from traditional medical events also.

The Police Department is seeking authorization for a total not to exceed \$11,749.19 for this one-time purchase. Funding for this purchase would be derived from Opioid Capital Outlay - budget code 321-0478.

Please contact me with any questions or concerns.

Sincerely,

  
Major Andrew P Sullivan  
Administrative Bureau Commander





**LP1000 AED**

Quote Number: 10892147

Version: 1

Prepared For: WARWICK POLICE DEPT

Attn:

Rep: Crystale Perry

Email: crystale.perry@stryker.com

Phone Number: (401) 255-8876

GPO: RI MPA-370 award # 3651044

Quote Date: 03/25/2024

Expiration Date: 06/23/2024

Contract Start: 03/21/2024

Contract End: 03/20/2025

**Delivery Address**

**Bill To Account**

Name: WARWICK POLICE DEPT

Name: WARWICK POLICE DEPT

Account #: 20243855

Account #: 20243855

Address: 99 VETERANS MEMORIAL DR

Address: 99 VETERANS MEMORIAL DR

WARWICK

WARWICK

Rhode Island 02886-4617

Rhode Island 02886-4617

**Equipment Products:**

Qty	Product	Description	U/M	Qty	Sell Price	Total
1.0	99425-000023	LIFEPAK 1000 Graphical Display - includes one non-rechargeable battery, one carrying case w/ shoulder strap, two pair QUIK-COMBO REDI-PAK electrodes and Ship Kit	PCE	5	\$2,555.67	\$12,778.35
2.0	41425-000034	Ship Kit - Literature, LP1000, W RCHG, English	PCE	5	\$0.00	\$0.00
3.0	41425-000044	LP1000,SHIPKIT,ELECTRODE	PCE	5	\$0.00	\$0.00
4.0	11141-000156	LP1000 Non-Rechargeable LiMnO2 Battery Replacement Kit	PCE	5	\$0.00	\$0.00
5.0	11425-000012	LIFEPAK 1000 Soft Shell Carrying Case Shoulder Strap	PCE	5	\$0.00	\$0.00
6.0	26500-003457	INSTRUCTIONS,OPER,W RCHGBTY,LP1000,ENGLISH	PCE	5	\$0.00	\$0.00
Equipment Total:						\$12,778.35

**Trade In Credit:**

Product	Description	Qty	Credit Ea	Total Credit
TR-PFRX-LP1K	TRADE-IN-PHILIPS HEARTSTART FRX TOWARDS PURCHASE OF LIFEPAK 1000	5	-\$225.00	-\$1,125.00

**Price Totals:**



**LP1000 AED**

Quote Number: 10892147  
Version: 1  
Prepared For: WARWICK POLICE DEPT  
Attn:

Rep: Crystale Perry  
Email: [crystale.perry@stryker.com](mailto:crystale.perry@stryker.com)  
Phone Number: (401) 255-8876

GPO: RI MPA-370 award # 3651044  
Quote Date: 03/25/2024  
Expiration Date: 06/23/2024  
Contract Start: 03/21/2024  
Contract End: 03/20/2025

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$95.84
<b>Grand Total:</b>	<b>\$11,749.19</b>

**Terms and Conditions:**

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html).

# Notice of Contract Purchase Agreement



**State Of Rhode Island**  
**Department of Administration**  
**Division of Purchases**  
**One Capitol Hill**  
**Providence, RI 02908-5860**

V E N D O R	<b>STRYKER SALES CORPORATION</b> 2825 AIRVIEW BLVD PORTAGE, MI 49002-1802 United States
----------------------------	--

<b>MPA-370 AUTOMATED EXTERNAL DEFIBRILLATORS &amp; ACCESSORIES COOPERATIVE AGREEMENT</b>	
Award Number	<b>3651044</b>
Revision Number	6
Effective Period	<b>03-DEC-2019 - 04-AUG-2024</b>
Approved PO Date	<b>26-JAN-2024</b>
Vendor Number	<b>4046</b>

S H I P T O	<b>MASTER PRICE AGREEMENT</b> SEE BELOW RELEASE AGAINST, RI MPA United States
----------------------------	--

Type of Requisition	<b>*OTHER</b>
Requisition Number	
Change Order Requisition Number	
Solicitation Number	<b>COOP42</b>
Freight	<b>Paid</b>
Payment Terms	<b>NET 30</b>
Buyer	<b>Lawrence, Luke</b>
Requester Name	
Work Telephone	

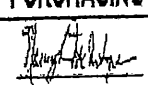
This Purchase Order is issued pursuant to and in accordance with the terms and conditions of the solicitation and applicable federal, state, and local law, including the State of Rhode Island's General Conditions of Purchase which are incorporated herein by reference contain specific contract terms applicable to this Purchase Order. See: <https://rules.sos.ri.gov/regulations/part/220-30-00-13>

EXTENDED TERMS PER THE ATTACHED ADDENDUM, DATED 12/18/2024.

THE STATE OF RHODE ISLAND'S GENERAL CONDITIONS OF PURCHASE.  
<https://rules.sos.ri.gov/regulations/part/220-30-00-13>

EXTENDED TERMS:  
 FROM: 12/03/2019 - 02/04/2024  
 TO: 12/03/2019 - 08/04/2024

<b>INVOICE TO</b>
<b>IMMEDIATE VENDOR ACTION REQUIRED:</b> Paperless Invoicing is now required. Vendors who do not currently invoice electronically must comply. Get Instructions at : <a href="http://controller.admin.ri.gov/documents/Communications/Vendor%20Information/Paperless%20Invoicing%20Initiative_09-01-2020.pdf">http://controller.admin.ri.gov/documents/Communications/Vendor%20Information/Paperless%20Invoicing%20Initiative_09-01-2020.pdf</a>
<b>REGISTRATION REQUIREMENTS</b>
<b>IMMEDIATE VENDOR ACTION REQUIRED:</b> ALL vendors with an existing Purchase Order must be registered in OCEAN STATE PROCURES(OSP). Get Instructions at : <a href="https://www.ridop.ri.gov/osp/osp-vendor-registration.php">https://www.ridop.ri.gov/osp/osp-vendor-registration.php</a>

<b>STATE PURCHASING AGENT</b>
 Nancy R. McIntyre

Reference Documents: ATTACH 3651044  
ADDENDUM.pdf

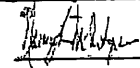
**INVOICE TO**

**IMMEDIATE VENDOR ACTION REQUIRED:**  
Paperless Invoicing is now required. Vendors who do not currently invoice electronically must comply. Get Instructions at :  
[http://controller.admin.ri.gov/documents/Communications/Vendor%20Information/Paperless%20Invoicing%20Initiative\\_09-01-2020.pdf](http://controller.admin.ri.gov/documents/Communications/Vendor%20Information/Paperless%20Invoicing%20Initiative_09-01-2020.pdf)

**REGISTRATION REQUIREMENTS**

**IMMEDIATE VENDOR ACTION REQUIRED:**  
ALL vendors with an existing Purchase Order must be registered in OCEAN STATE PROCURES(OSP). Get Instructions at :<https://www.ridop.ri.gov/osp/osp-vendor-registration.php>

**STATE PURCHASING AGENT**



Nancy R. McIntyre

**Contract Terms and Conditions**

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**Terms and Conditions**

**PURCHASE ORDER STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS PURCHASE ORDER**

**TERMS AND CONDITIONS OF PRICING AGREEMENT**

**SCOPE AND LIMITATIONS** - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, 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. Under State Purchasing Regulation 8.2.1.1.2, any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state.

**PRODUCT ACCEPTANCE** - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

**ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT**

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.

**State Agencies shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.**

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

**DELIVERY** If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

**PRICING** - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

**INVOICING** All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

**PAYMENT** - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.

### **CAMPAIGN FINANCE COMPLIANCE**

**CAMPAIGN FINANCE:** In accordance with RI General Law 17-27-2, Every person or business entity providing goods or services of \$5,000 or more, and has in the preceding 24 months, contributed an aggregate amount in excess of \$250 within a calendar year to any general officer, or candidate for general office, any member, or candidate for general assembly, or political party, is required to electronically file an affidavit regarding political contributions at: <https://secure.ricampaignfinance.com/RhodeIslandCF/Public/VendorAffidavit.aspx>

### **ARRA SUPPLEMENTAL TERMS AND CONDITIONS**

For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions For Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

### **DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:**

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

For all Purchase Orders issued on behalf of the University of Rhode Island, Community College of Rhode Island, and Rhode Island College, vendors will receive a confirming order from the respective entity prior to proceeding.

### **EQUAL OPPORTUNITY COMPLIANCE**

THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY COMPLIANCE.

### **BLANKET PAYMENT**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY RENDERED INVOICES NO MORE THAN MONTHLY TO THE RECEIVING AGENCY. ANY UNUSED BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.

### **PARTIAL PAYMENTS**

PARTIAL OR PROGRESS PAYMENTS MAY BE MADE. PAYMENT WILL BE AUTHORIZED UPON RECEIPT AND ACCEPTANCE BY THE AGENCY OF THE PORTION OF THE CONTRACT OR PURCHASE

ORDER COMPLETED BY THE VENDOR. PAYMENT UPON THE RENDERING OF A PROPERLY SUBMITTED INVOICE.

#### **AUTHORIZATION AND RELEASE**

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency. A Direct Purchase Order (DPO) shall be created by the agency listing the items ordered, using the pricing and format set forth in the Master Blanket. All pricing shall be as described in the Master Blanket and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected in Master Blanket.

#### **PURCHASE AGREEMENT AWARD**

THIS IS A NOTICE OF AWARD, NOT AN ORDER. Any quantity reference in the agreement or in the bid preceding it are estimates only and do not represent a commitment on the part of the state to any level of billing activity, other than for quantities or volumes specifically released during the term. No action is to be taken except as specifically authorized, as described herein under AUTHORIZATION AND RELEASE. ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee. CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.

#### **MPA BID AWARD (STATEWIDE APPLICABILITY)**

STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).

#### **MULTI YEAR AWARD**

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.



**INSURANCE REQUIREMENTS (ADDITIONAL)**

ANNUAL RENEWAL INSURANCE CERTIFICATES FOR WORKERS' COMPENSATION, PUBLIC LIABILITY, PROPERTY DAMAGE INSURANCE, AUTO INSURANCE, PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS), BUILDER'S RISK INSURANCE, SCHOOL BUSING AUTO LIABILITY, ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL), VESSEL OPERATION (MARINE OR AIRCRAFT) PROTECTION & INDEMNITY, ETC., MUST BE SUBMITTED TO THE SPECIFIC AGENCY IDENTIFIED IN THE "SHIP TO" SECTION OF THE PURCHASE ORDER. CERTIFICATES ARE ANNUALLY DUE PRIOR TO THE BEGINNING OF ANY CONTRACT PERIOD BEYOND THE INITIAL TWELVE-MONTH PERIOD OF A CONTRACT. FAILURE TO PROVIDE ANNUAL INSURANCE CERTIFICATION MAY BE GROUNDS FOR CANCELLATION.

Amanda Otis  
State Purchasing Director  
Central Purchasing



OKLAHOMA  
Office of Management  
& Enterprise Services

John Suter  
State Chief Operating Officer  
OMES Executive Director

12/18/2024

Dear Awarded Supplier,

Oklahoma Statewide Contract SW0300 was awarded with the base agreement period commencing 12/17/17 and ending 10/04/18 with 4 options to renew for one-year periods. The State of Oklahoma is requesting to renew the above contract for the period of 2/4/2024 through 8/04/2024

Please indicate your firm's response to this request and return by email.

- Yes, our firm will renew the contract pricing and terms on the above-listed contract.  
 No, our firm will not renew the contract pricing and terms on the above-listed contract.

Federal employer/Tax Identification number 22-2183590

SAM UEI number \_\_\_\_\_

Company name Stryker Sales LLC, through its Medical Division

Address 3800 E Centre Ave

City Portage State Michigan

ZIP Code 49002-5826

Email bidsinbox@stryker.com

Jennifer Collins, Strategic Pricing & Contracts Manager 12/19/2023

Name/title

Date

*Jennifer Collins*  
Signature

Ken Stiverson \_\_\_\_\_

269-535-3660

ken.stiverson@stryker.com

Supplier point of contact

Phone number

Email address

Send response electronically to the email address below of the contracting officer by ASAP

Contracting officer name Asha Parks

Contracting officer phone 405 - 521 - 6674

Contracting officer email address asha.parks@omes.ok.gov

OMES FORM CP 228 - Rev. 02/2020



STATE OF RHODE ISLAND - Department of Administration  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908-5864

Tel. (401) 574-8100  
Fax. (401) 574-8387  
Website: www.ridop.ri.gov

## MPA CONTRACT USER GUIDE

MPA TITLE: Automated External Defibrillators and Accessories

MPA #: 370

EFFECTIVE PERIOD: 1/1/2019 – 08/04/2024

MPA RENEWAL OPTION(S): Zero

### SECTION 1: CONTRACT USE:

**Who can use this?** This is a Master Price Agreement 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 projects with a political subdivision, all ordering and billing shall be between the vendor and the political subdivision.

**Open Enrollment?** No

**Emergency Use?** No

### SECTION 2: INSTRUCTIONS FOR USE BY STATE AGENCIES:

Pricing shall be acquired by agencies by developing a scope of work per project and submitting to the qualified vendor list provided on the Contract Board.

#### A. THRESHOLDS

There is a {\$50,000.00} threshold for any specific project. Projects expected to exceed this MPA's threshold must be bid, any exceptions will require Purchasing Agent and/or Deputy Purchasing Agent pre-approval.

#### B. QUOTES REQUIRED? YES

The state agency shall develop a scope of work/list of items for their specific project and obtain a minimum of three (3) quotes from this MPA's vendor list for a lump sum fixed-fee. At least one (1) of the three (3) quotes must be with an MBE approved vendor (if one is available on the MPA). When obtaining three quotes, if a state agency does not wish to select the vendor offering the lowest quote, the Agency must provide justification to the Division of Purchases before issuing a tentative selection letter.

No work is to commence until these items are completed and a Purchase Order is issued.

#### C. MPA SPECIFIC INFORMATION:

##### COOPERATIVE PURCHASING AGREEMENT:

This Master Price Agreement is issued under a cooperative agreement with NASPO-VALUEPOINT, a cooperative purchasing organization that allows authorized governmental entities in any state to participate in their awards.

SOLICITATION DETAIL:



STATE OF RHODE ISLAND - Department of Administration  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908-5864

Tel. (401) 574-8100  
Fax. (401) 574-8387  
Website: [www.ridop.ri.gov](http://www.ridop.ri.gov)

Original solicitation details and amendments can be found here:  
<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?conID=2660>

**STATE AGENCIES ARE REQUIRED TO:**

- *When contacting a vendor for a quote, always reference RI MPA-370 / NASPO ValuePoint SW17300*

**SPECIAL NOTATION TO AGENCIES:**

When ordering from an AUTHORIZED DEALER, the vendor will need to register with a FULL REGISTRATION on the RI Division of Purchases website, which can be found here: <https://www.ridop.ri.gov/vendor-registration/>

# Contract Summary

## General Information

**Contract Number** MPA 370 FY24  
**Issue Date** August 31, 2023  
**Organization** State of Rhode Island  
**Status** Active  
**Multi Contractor Contract** No  
**Title** MPA 370 Automated External Defibrillators AED Equipment  
**Description** MPA 370 NASPO ValuePoint Cooperative Purchasing Organization Bid Solicitation : State of Oklahoma Solicitation Number SW17300. This Master Price Agreement is issued under a cooperative agreement with NASPO VALUEPOINT, a cooperative purchasing organization that allows authorized governmental entities in any state to participate in their awards.  
**Contract Administrator** Luke Lawrence  
**Email Address** luke.lawrence@purchasing.ri.gov  
**Request Number**  
**Solicitation Number**  
**Enable Contract as Round Trip** No  
**P-Card Accepted** No  
**PO Dispatch** Contractor

## Commodity

Code	Description
42000000	Medical Equipment and Accessories and Supplies
42170000	Emergency and field medical services products
42172000	Emergency and field medical services kits
42172100	Emergency medical services resuscitation products
42172101	Automated external defibrillators AED or hard paddles
42172105	Automated external defibrillator AED accessories

## Contractor

Name			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Joe Schlafly		314-609-0392

## Distributors

Stryker Sales Corporation

## Supplier Diversity Information

Name	Diversity	Allocation
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**Pricing Information**

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Contract Type	Purchase Agreement from RIFANS
Pricing Type	No Limit
Retainage Percent	0.00
Retainage Notes	
Initial Expended Value(USD)	0.00
Cumulative Encumbered/Expended Value(USD)	0.00
Total Paid(USD)	0.00
Remaining Balance(USD)	0.00
Payment Terms	Net 30 Days
Payment Notes	
Delivery Terms	Free On Board Destination
Delivery Notes	
Other Notes	

**Contract Period**

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Award Date	January 01, 2019
Effective Date	January 01, 2019
Expiration Date	August 04, 2024
Potential Final Expiration Date	August 04, 2024

**Contract Clauses**

---

**CONTRACT CLAUSES**

**RIFANS Purchase Agreement Terms and Conditions**

Please reference the terms and conditions as presented in your official purchase agreement. See the Purchase Agreement in attachments section.

**Annual Insurance Renewal**

Annual insurance renewal certificates for workers' compensation, public liability, property damage, automobile, professional liability (a/k/a errors & omissions), builder's risk, school bus auto liability, environmental impairment (a/k/a pollution control), vessel operation (marine or aircraft) protection & indemnity, etc., must be submitted to the specific agency identified in the "ship to" section of the purchase order. Certificates are annually due prior to the beginning of any contract period beyond the initial twelve (12) month period of a contract. Failure to provide annual insurance certification may be grounds for cancellation.

**CONTRACT CLAUSES**

**Annual Insurance Renewal**

Annual insurance renewal certificates for workers' compensation, public liability, property damage, automobile, professional liability (a/k/a errors & omissions), builder's risk, school bus auto liability, environmental impairment (a/k/a pollution control), vessel operation (marine or aircraft) protection & indemnity, etc., must be submitted to the specific agency identified in the "ship to" section of the purchase order. Certificates are annually due prior to the beginning of any contract period beyond the initial twelve (12) month period of a contract. Failure to provide annual insurance certification may be grounds for cancellation.

**Multi-Year**

This shall be a multi-year contract. In accordance with R. I. Gen. Laws § 37-2-33, contract obligations beyond the current fiscal year shall be subject to availability of funds. Continuation of the contract beyond the initial fiscal year shall be at the discretion of the State.

**Purchase Order/Contract**

In no event shall the Vendor deliver goods or provide service until such time as a purchase order or contract is issued by the user agency. Purchase order or contract shall be created by the user agency listing the items ordered, using the pricing and format set forth in the contract. All pricing shall be as described in the contract and is considered to be fixed and firm for the term of the contract, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges are not allowable unless reflected in the contract.

**Catalog Names**

---

No catalog(s) found

**Document(s)**

Document Name	Upload Date
1 MPA 370 User Guide FY24-25.pdf	January 30, 2024
3651044 STRYKER SALES CORPORATION Rev 6.pdf	January 30, 2024

**Administrative Document(s)**

---

No Documents Found

**Authorization**

---

Piggyback Contract No

Cooperative Contract No

No Authorized Orgs



CODE: 25-301

**SECTION 56-6**

**Bid2025-027 Pace – 9 Training Contract - MUNIS**

Tyler Technologies Inc.  
5105 Tennyson Parkway  
Plano, TX 75024

Contract Award: \$10,614.97  
Contract Period: July 1, 2024 – June 30, 2025



CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Wednesday, April 3, 2024  
Re: 56-6 – Tyler Technologies

This is a request under City Ordinance 56-6 to award Tyler Technologies the MUNIS Training contract in the amount of \$7,614.97 for a total of 9 unique training days. Along with the training days, I am requesting that an additional \$3,000 be added to cover potential travel related expenses. While we do attempt to do as much training as possible via remote sessions, there are certain instances that require us to have a trainer/analyst on-site. That brings the total of this request to \$10,614.97. This contract will run from 7/1/2024 through 6/30/2025.

Tyler Technologies, 370 US Route 1, Falmouth, ME 04105, is the sole source for these services and as such, offers no alternative for The City of Warwick to obtain the required services.

The expense will be paid for out of Budget Code 25-301, Training and Education.

Cc: Peder Schaefer – Finance Director



Empowering people who serve the public

**Remittance**  
 Tyler Technologies, Inc  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# THIS IS NOT AN INVOICE PROFORMA

Company	Order No.	Date	Page
045	206988	03/27/2024	1 of 1

**Questions**  
 Tyler Technologies- ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com



To: CITY OF WARWICK  
 ATTN: ACCOUNTS PAYABLE  
 3275 POST ROAD  
 WARWICK, RI 02886  
 United States

Ship To: CITY OF WARWICK  
 ATTN: ACCOUNTS PAYABLE  
 3275 POST ROAD  
 WARWICK, RI 02886  
 United States

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1	3038	Net 30	USD	MISC	

No. Item/ Description/ Comments	Quantity	U/M	Unit Price	Total Cost
Contract No.: WARWICK, RI				
1 Renewal: PACE 9 - Flex - TRAINING Cycle Start: 07/01/2024, End: 06/30/2025; Term: 12 months	5	EA	729.19	3,645.97
2 Renewal: PACE 9 - Flex - Investment Analysis Cycle Start: 07/01/2024, End: 06/30/2027; Term: 36 months	1	EA	0.00	0.00
3 Renewal: PACE 9 - Flex - TRAINING Cycle Start: 07/01/2024, End: 06/30/2025; Term: 12 months	4	EA	992.25	3,969.00

Does not include any applicable taxes

Order Total: **7,614.97**

Comments: Upon acceptance please email your purchase order to PO@tylertech.com

**Bid2024-397 Original Equipment Manufacturer (OEM) Motor Parts for Mercury Marine  
Motors REBID**

- 1 Bid Received

BID ADVERTISED DATE: March 7, 2024

BID OPENING DATE: March 26, 2024

CODE: 30-340 \$10,000.00

MANNER OF AWARD: \$10,000.00  
June 11, 2024 – June 10, 2025

RECOMMEND: C.L. Marine. Inc.

---

**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

C.L. Marine, Inc.  
2501 West Shore Rd.  
Warwick, RI 02886

CITY OF WARWICK

Bradford E. Connor  
Chief of Police

Frank J. Picozzi  
Mayor



APR 02 2024

Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 27, 2024

Ms. Francis Gomez, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Bid Recommendation – OEM Parts for Mercury Motors Re-bid  
Bid2024-397  
Funding Source: Police department operating budget code 30-340, "Service Contracts"

Dear Ms. Gomez,

The department received one (1) bids for Bid2024-397, "OEM Parts for Mercury Motors Re-bid." The bid was received from the following vendor:

1. CL Marine, Inc of 2501 West Shore Road Warwick, RI 02889

The Police Department recommends CL Marine, Inc be awarded the bid as they were the sole qualified bidder. CL Marine is a Warwick business and is who the current bid is with. The department is satisfied with their services.

If approved, the bid would provide spending authorization in the amount of up to \$10,000 for the purchase of marine motor replacement parts, as indicated in the bid, for the department's Mercury Marine 200 hp Verado 4cyl motors on an as-needed basis. Also included in this bid are the hourly labor rates for diagnostic and repairs.

The department is requesting spending authority of up to **\$10,000** for the as-needed diagnostics, parts, and repairs for our fleet. Funding for purchases under this bid will be allocated from the department's budget code 30-340, "Service Contracts." The bid contract would begin June 11, 2024 and end June 10, 2025.

Please feel free to contact me should you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew P Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

CODE: 30-302

**SECTION 56-6**

**Bid2024-442 Cellebrite Forensic Training**

Cellebrite, Inc.  
7 Campus Drive  
Suite 210  
Parsippany, NJ 07054

Contract Award: \$5,595.66  
Contract Period: One-Time Purchase

# CITY OF WARWICK

Colonel Bradford E. Connor  
Chief of Police

Frank J. Picozzi  
Mayor



Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

April 2, 2024

Ms. Francis M. Gomez  
Purchasing Agent  
City of Warwick  
3275 Post Road  
Warwick, Rhode Island 02886

Re: Request for Spending Authorization-Computer Forensic Training  
City Ordinance 56-6 "Exception to Notice Requirement"-Specialized Training  
Cellebrite Certification  
Funding Source: 30-302- Training

Dear Ms. Gomez,

The Police Department is seeking specialized training spending authority for Detective Thomas Greene to attend the Cellebrite Certified Operator & Physical Analyst training. Cellebrite is the premiere tool used by law enforcement agencies such as the FBI and others around the world to forensically analyze cellular phones and tablet devices.

This course is being held in Gilford, NH. The training dates are May 13, 2024 through May 17, 2024.

This five-day course is an intermediate level program designed to provide intense exposure to Cellebrite UFED, Physical Analyzer software, and all of the core competencies associated with the examination of mobile devices. After successfully passing seminar exams, students will earn the Cellebrite Certified Operator (CCO) certification credentials and the Cellebrite Certified Physical Analyst (CCPA) certification credentials. This training will give the officer the professional credentials that will hold up in court for this high demand law enforcement investigatory function of the Computer Forensics Unit. Cellphone and tablet examinations has become critical investigative tools for our Detective Division. Nearly all modern-day investigations involve a technological component such as a cellphone or tablet.

The costs for the training and associated expenses are as follows:

Training: \$4,500  
Hotel: \$870.66  
Per diem: \$225.00  
Total: \$5,595.66

The Police Department is seeking authorization for a total not to exceed \$5,595.66 for this training. Funding for this training, if approved, will be allocated from the Police Department's Budget Code: 30-302, "Training."

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew P Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

TO: Peder Schaefer, Finance Director

FROM:

  
DEPUTY CHIEF MICHAEL LIMA

DATE: 04/02/24

SUBJECT: Conference/Travel Request Form

Name of Person(s) Attending: THOMAS GREENE

Dates of Seminar: 05/13/24 – 05/17/24

Name of Seminar: CELLEBRITE CCO + CCPA

Sponsoring Organization: CELLEBRITE

Location of Seminar: GILFORD NH

Why is attendance necessary: job related

Travel Arrangements: Airfare \_\_\_\_\_ Car  Other \_\_\_\_\_

Hotel Accommodations:

Name of Hotel: HOLIDAY INN EXPRESS TILTON NH  
75 TILTON ROAD  
TILTON, NH 03276

Number of Night: 5 \$174.13 PER NIGHT

Estimate of Costs:

Seminar \$4,500.00

Hotel 870.66

Food 225.00

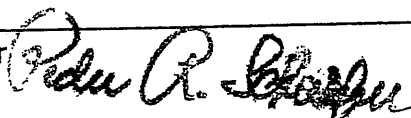
Other

Total Estimate \$5,595.66

A copy of the seminar brochure must be attached to this request.

APPROVAL \_\_\_\_\_

Finance Director



DATE \_\_\_\_\_





**CITY OF WARWICK**  
 WARWICK CITY HALL  
 3275 POST ROAD  
 WARWICK, RI 02886

VOUCHER NUMBER:

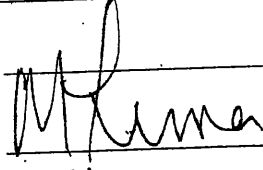
DATE:

VENDOR NUMBER:

MAKE CHECKS PAYABLE TO	CHARGE TO ACCOUNT CODE	
	CODE	AMOUNT
THOMAS GREENE		
	30-302	\$ 1,095.66

INVOICE NO.	DESCRIPTION	AMOUNT
	CELEBRITE TRAINING REIMBURSEMENT	
	SEMINAR: CELEBRITE CCO + CCPA	
	HOTEL : HOLIDAY INN EXPRESS TILTON, NH	\$ 870.66
	PER DIEM : 5 DAYS	\$ 42.00
	SEE ATTACHED	
	Please return check to Gina in the Police Department. Thank you	

BID NUMBER REQUIRED (IF APPLICABLE): \_\_\_\_\_

DEPARTMENT HEAD INVOICE APPROVAL: 

DATE: 4-2-2024

<b>FOR FINANCE USE ONLY</b>
INVOICE VERIFICATION - ACCOUNTS PAYABLE: _____
OVER \$1,000 - FINANCE DIRECTOR: _____
FINAL APPROVAL - TREASURER: _____

PAYMENT / REIMBURSEMENT FOR TRAINING / SEMINARS

\*\*\*\* The following MUST be completed and attached: registration form; lodging confirmation including nightly rate, tax, and total amount; travel confirmation of reservation including rate, tax, fee, and total amount

REGISTRATION: Number attending: 1 Cost per person: \$4,500.00

Name of attendees: Thomas Greene

RECEIVED  
APR 01 2024  
DEPUTY CHIEF'S OFFICE

Name of Seminar/Training: Cellebrite CCO + CCPA

Location of Seminar: Gilford NH  
(Full Address)

Sponsoring Agency: Cellebrite

Dates of Seminar: May 13 - 17, 2024 Reason for attendance: Work Related

Check made payable to: Cellebrite Inc.

Address to send check: 45 Headquarters Plaza North Tower, 2nd Floor, Morristown NJ 07960

LODGING:

Hotel/check payable to: Holiday Inn Express Tilton NH

Address of hotel: 75 Tilton Road, Tilton NH 03276

Dates of lodging: May 12 - 17, 2024 Number/Nights: 5

Number/rooms: 1 Total per room / per night: \$174.13

Names: Thomas Greene

TRAVEL

Airline: N/A

Departure date: \_\_\_\_\_ Return date: \_\_\_\_\_

Check made payable to: \_\_\_\_\_

Names of those traveling: \_\_\_\_\_

Number traveling: \_\_\_\_\_ Rate per person: \_\_\_\_\_

ADMINISTRATIVE USE ONLY:

SEMINAR:	<u>\$ 4,500.00</u>				
LODGING:	<u>\$870.66</u>				
TRAVEL:	<u>\$0.00</u>				
PER DIEM:	<u>\$225.00</u>				
MISCELLANEOUS:	<u>\$0.00</u>	<u>\$45.00 /day</u>	<u>5</u>	<u>DAYS</u>	<u>DATE: 04/02/24</u>
					<b>TOTAL (ESTIMATE): <u>\$5,595.66</u></b>



# Warwick Police Department



## Training Request

### Officer(s) Information

<b>Name &amp; Rank</b> Detective Thomas Greene	<b>ID# and E-mail address</b> 271/ thomas.greene@warwickri.gov	<b>Division/Unit Assigned</b> Detective Division
<b>Today's Date</b> 2/1/2024	<b>Group Off</b> 1	<b>OIC/AOIC</b> Capt. McAniff / Lt. Degregorio

### Course Information

<b>Title</b> Cellebrite Certified Operator (CCO)	<b>Date(s)</b> 05/13/2024-05/17/2024	<b>Time (Start-Finish)</b> 0800-1600
<b>Address where course will be held</b> Gilford, NH	<b>Sponsoring Agency</b> Cellebrite	<b>Contact Data: Name and Ph. #</b> training@Cellebrite.com
<b>Cost per person</b>	<b>Check Payable To</b>	<b>Address To Send Check</b>

### Travel Information

<b>Department Vehicle Needed?</b> Yes <u>X</u> No <u>    </u>	<b>Hotel Accommodations Needed?</b> Yes <u>X</u> No <u>    </u>	<b>Airplane Accommodations Needed?</b> Yes <u>    </u> No <u>X</u>
--	--	---

Other Travel Accommodations?

### Division OIC Approving Request

<b>Name &amp; Rank</b> <i>Capt. J. McAniff</i>	<b>ID#</b> <i>CH</i>	
<b>Today's Date</b> <i>2/1/24</i>	<b>Approved? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></b>	<b>Supervisor Signature</b> <i>[Signature]</i>

### PSD Approving Supervisor

<b>Name &amp; Rank</b> <i>Sgt. Lancaster</i>	<b>ID#</b> <i>S-32</i>	
<b>Today's Date</b> <i>4/2/24</i>	<b>Approved? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></b>	<b>PSD Supervisor Signature</b> <i>[Signature]</i>

Cellebrite Inc.  
 8065 Leesburg Pike,  
 Suite T3-302  
 Vienna, VA 22182  
 USA



Digital intelligence  
 for a safer world

Tel. +1 800 942 3415  
 Fax. +1 201 848 9982  
 Tax ID#: 22-3770059  
 DUNS: 033095568  
 CAGE: 4C9Q7  
 Company Website:  
<http://www.cellebrite.com>

# Invoice

Invoice# Q-383043-1  
 Date: Mar 28, 2024

**Billing Information**  
 Warwick Police Department  
 3275 Post Road  
 Warwick, Rhode Island 02886  
 United States

**Delivery Information**  
 Warwick RI Police Department  
 99 VETERANS MEMORIAL DR  
 WARWICK, RI 02886-4617  
 United States

**Wire To:**  
 Bank Routing Number: 021000021  
 Account Number: 761020590  
 Account Name: Cellebrite Inc.

**Contact:** Javier Cabreja  
 Phone: +14014684251

**Contact:** Javier Cabreja  
 Phone: +14014684251

**Check Remittance (Only for NA):**  
 Cellebrite Inc.,  
 PO BOX 23551  
 New York, NY, 10087-3551

End Customer: Warwick Police Department

Click [here](#) to process with Credit Card payment  
 By clicking the link above and accepting this quote,  
 you are expressing your agreement and compliance to and with the terms contained on this quote.

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00094050	Apr 27, 2024	Net 30	USD	Christa Collis

Product Code	Product Name	Qty	Start Date	End Date	Serial Number	Net Price/Unit	Net Price
B-TRN-02-033	In-Person/Virtual CCO + CCPA (5 days)	1				4,500.00	4,500.00

SubTotal	USD 4,500.00
Shipping & Handling	USD 0.00
Sales Tax	USD 0.00
<b>Total</b>	<b>USD 4,500.00</b>

Comments:  
 CCO/CCPA In-Person, Gilford, NH, May 13-17, 2024  
 Student TBD

**Terms and Conditions:**

- This Quote/Proforma Invoice/Tax Invoice, together with the terms and conditions and license agreement listed below that are incorporated by reference to this Quote/Proforma Invoice (together, the "Agreement"), constitute an offer by Cellebrite. By signing this the Quote/Proforma Invoice, issuing a purchase order (or other ordering document) in connection with this the Quote/Proforma Invoice, or downloading and/or using the products identified in this the Quote/Proforma Invoice/Tax Invoice, the customer agrees to be bound by the terms of this Agreement. Any additional or different terms or conditions contained in any customer document, purchase order or other ordering document will not be binding upon Cellebrite unless expressly accepted in a document signed by a Cellebrite authorized signatory.

- Quote is subject to regulatory approval.

- Freight Terms: FCA (NJ)

- Limited Warranty: Hardware:12 Months; Software:60 days; Touch Screen:30 days

- General: The following terms shall apply to any product at <http://legal.cellebrite.com/us/index.html>

- EULA: All Cellebrite Software is licensed subject to the end user license agreement available at <https://legal.cellebrite.com/End-User-License-Agreement.html>

- Advanced Services (CAS): The following terms apply to Cellebrite Advanced Services at <https://legal.cellebrite.com/CB-us-us/index.html>

- Premium: The following terms shall apply only to Cellebrite Premium at <http://legal.cellebrite.com/intl/PremiumUS.htm>

- Pathfinder: The following terms apply to Cellebrite Pathfinder at <https://legal.cellebrite.com/PF-Addendum.htm>

- Training Services: The following terms apply to Cellebrite Training Services at <http://legal.cellebrite.com/intl/Training.htm>

- SaaS: The following terms apply to Cellebrite SaaS Services at <https://legal.cellebrite.com/SaaS.htm>

- Endpoint SaaS: The following terms apply to Cellebrite Cellebrite Endpoint SaaS at <https://legal.cellebrite.com/Endpoint-SAAS.html>

In the event of any dispute as to which terms apply, Cellebrite shall have the right to reasonably determine which terms apply to a given purchase order.

Please indicate the invoice number when remitting payment

\*SALES TAX DISCLAIMER: Cellebrite Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc.

Please include the following information on your PO for Cellebrite UFED purchase:

- Please include the ORIGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO

- CONTACT NAME & NUMBER of individual purchasing and bill to address

- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

I, the undersigned, hereby confirm that I am authorized to sign this Quote/Proforma Invoice on behalf of the customer identified above, and I hereby approve that my signature is legally binding upon the customer identified above.

Customer Name: Warwick Police Department

Signature: 

Effective Date: 4/2/2024

Name (Print): AMAREH P. SULLIVA

Title: ADMINISTRATIVE MANAGER

Please sign and email to Christa Collis at [christa.collis@cellebrite.com](mailto:christa.collis@cellebrite.com)

✓

## Thank you! Your reservation is confirmed.

Your reservation for 1 room at Holiday Inn Express & Suites Tilton is now complete! You're all squared away!

### Your booking summary

Itinerary number: R4841252602

Hotel: Holiday Inn Express & Suites Tilton

Status: CONFIRMED

Check-in: Sunday, May 12, 2024

Check-out: Friday, May 17, 2024

Rooms: 1

Room 1: 1 Adult

Total: \$870.66

We sent an email confirmation to [thomas.greene@warwickri.gov](mailto:thomas.greene@warwickri.gov)

If you haven't received it within a few minutes, check your spam folder or contact us directly. Each room in this reservation is subject to the following cancellation policy: Cancellations before 05/08/2024, 11:59 PM (America/New York) are fully refundable. Bookings cancelled after 05/08/2024, 11:59 PM (America/New York) are subject to a fee of 1 night's room and tax. There is no refund for no-shows or early checkouts.

For questions about your booking, please [contact us](#). Our agents are friendly and available 24/7.



**Cellebrite**  
**TRAINING**

Accelerate Your Digital  
Forensics Career with  
**CCME Fast Track**

Vienna, VA - June 17-28 | Orlando, FL - September 9-20

[Learn More](#)

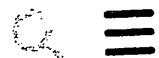
[Learn More About CCME Fast Track](#)

## Course Description

**Cellebrite Certified Operator (CCO)** is a two (2) day intermediate level certification course designed to further develop mobile device handling and data extraction skills. This course reinforces forensically sound processes introduced in Cellebrite Mobile Forensic Fundamentals (CMFF), and guides participants through installing and configuring UFED Touch and UFED 4PC to conduct mobile device extractions. By completing practical hands-on exercises in the in-person course, participants will gain experience conducting Logical, File System, and Physical extractions, and creating shareable UFDR reports to streamline the investigative process. Participants will earn the CCO certification upon passing a knowledge test and practical skills assessment with a score of 80% or higher.

**Cellebrite Certified Physical Analyst (CCPA)** course is a 3-day advanced level program designed for technically savvy investigators, digital evidence analysts and forensic practitioners. As this course focuses on the analysis and advanced search techniques using Physical Analyzer, participants will not be conducting extractions from devices in this course. Physical Analyzer software will be used extensively to explore recovered deleted data, database contents, advanced search and analysis techniques, verification and validation, and reporting.

**NOTE:** Cellebrite Certified Operator (CCO) and Cellebrite Certified Physical Analyst (CCPA) is offered as a 5-day bundle.



## Cellebrite Certified Operator (CCO)

Upon successful completion of the course, the student will be able to:

Identify the pre-extraction considerations examiners must address before beginning a forensic examination of a digital device according to standard best practices.

Review and select the most efficient configurations for the latest Touch device and 4PC software by connecting to mobile devices with different operating systems and security features.

Identify the basic principles and best practices for on-scene identification, collection, shielding, packaging, transporting, examination, and storage of digital evidence data and devices.

Demonstrate best-practices in handling digital evidence correctly by creating forensic documentation and following procedures that are legally defensible and repeatable.

Conduct cell phone extractions using forensic best practices to identify key pieces of evidence while properly documenting the extraction process and using legally defensible procedures.

Use the latest Touch/4PC extraction tools to perform supported data extractions from various devices and identify the limitations of the tool as it pertains to a given operating system (i.e. iOS vs. Android).

Efficiently navigate the Physical Analyzer interface and apply search and filtering techniques to explore, manage, and isolate data for analysis.

Create a triage report using Cellebrite Physical Analyzer Report Wizard and customize the report using various export file types, security features, display details, and so on.

## DOWNLOAD COURSE OVERVIEW →



Upon completion of this course, students will be able to:



Demonstrate proficiency in the digital forensic process by effectively conducting digital forensic examinations using Cellebrite's Physical Analyzer.

Prepare comprehensive digital forensic reports.

Differentiate between verification and validation techniques and apply them appropriately during the digital forensic process.

Develop a comprehensive understanding of data validation best practices, including documenting validation processes and maintaining the chain of custody.

Identify various smartphones and manufacturers, and employ forensic techniques to examine, identify, and verify smartphone hardware, software, and data.

Install and configure Cellebrite Physical Analyzer, explore data extractions from mobile devices, and utilize its advanced settings.

Explore and analyze the Android and Apple operating system and file system structures, as well as their value and complexities to investigators.

Explore advanced forensic examination tools and topics such as SQLite databases, flash memory characteristics, data carving techniques, and byte-level data searches.

## DOWNLOAD COURSE OVERVIEW →

## Recertification Details

**NOTE:** For recertification details please visit:

- Cellebrite Certified Operator (CCO)
- Cellebrite Certified Physical Analyst (CCPA)

Am I eligible to recertify? →



**Bid2025-013 BCI Photography and Printing Supplies**

- 2 Bids Received

BID ADVERTISED DATE: February 23, 2024

BID OPENING DATE: March 20, 2024

CODE: 30-208 \$5,000.00

MANNER OF AWARD: \$5,000.00  
July 1, 2024 – June 30, 2025

RECOMMEND: B&H Foto & Electronics Corporation

---

**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

B&H Foto & Electronics Corporation  
420 9<sup>th</sup> Ave.  
New York, NY 10001

CITY OF WARWICK

Colonel Bradford E. Connor  
Chief of Police



Frank J. Picozzi  
Mayor

MAR 26 2024

Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 25, 2024

Ms. Francis Gomez  
Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Bid Recommendation - Police BCI Photo Supplies  
Bid2025-013, "Police Photography & Printing Supplies"  
Funding Source: Operating Budget, code 30-208, "BCI Photography & Printing Supplies"

Dear Ms. Gomez:

The department received bids from two prospective vendors for Bid2025-013, "Police Photography Supplies and Printing."

1. Unique Photo, Inc of 123 Route 146, Fairfield, NJ 07044
2. B&H Foto & Electronics Corp of 420 9<sup>th</sup> Ave New York, NY 10001

The department recommends that the bid be awarded to B&H Foto & Electronics Corp. The pricing between the two vendors was fairly similar however B&H had slightly better pricing on the items we're more likely to need during this bid cycle. Additionally, the police department has previously done business with B&H and have found them to be a reliable vendor.

The total amount of this award is **\$5,000.00**. Funding for these expenditures would be on an as-needed basis from the department's operating budget, code 30-208, "BCI Supplies." This one-year contract will be valid from July 1, 2024 through June 30, 2025. The current contract expires June 30, 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew P Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

**Bid2025-014 BCI Crime Scene Supplies**

- 2 Bids Received

BID ADVERTISED DATE: February 23, 2024

BID OPENING DATE: March 20, 2024

CODE: 30-208 \$5,000.00

---

MANNER OF AWARD: \$5,000.00  
July 1, 2024 – June 30, 2025

RECOMMEND: Sirchie Acquisition Company LLC.

---

**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

Sirchie Acquisition Company LLC.  
100 Hunter Place  
Youngsville, NC 27596

# CITY OF WARWICK

Bradford E. Connor  
Chief of Police



Frank J. Picozzi  
Mayor

MAR 28 2024

Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 25, 2024

Ms. Francis Gomez, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Bid Recommendation – Police Department  
Bid2025-014 BCI- Crime Scene Supplies  
Funding Source: Budget Code 30-208, "BCI Supplies"

Dear Ms. Gomez,

The department received two (2) bids for Bid2025-014, "BCI-Crime Scene Supplies."

1. The Peavey Corp d/b/a Lynn Peavey Company, of 11042 Strang Line Rd, Lenexa, KS 66215
2. Sirchie Acquisition Company, LLC, of 100 Hunter Place, Youngsville, NC 27596

The Police Department recommends the award be given to Sirchie Acquisition Company as they were the lowest, overall qualified bidder. In addition to better pricing, Sirchie bid on nearly every item while The Peavey Corp did not bid on numerous items. The Police Department has used Sirchie as a vendor for many previous bids and have found them to be reliable.

The items listed on this bid are essential to assist the BCI Detectives in evidence collection, analysis, and the subsequent investigation into criminal evidence obtained from a crime scene.

The department is requesting permission to spend up to **\$5,000.00** for this award. Funding for purchases under this bid will be allocated from the department's operating budget, Budget Code #30-208, "BCI Supplies." This contract would be for one (1) year beginning July 1, 2024 and ending June 30, 2025. The current contract expires on June 30, 2024.

Please feel free to contact me should you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "A. P. Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

**Bid2025-022 Structural Firefighting Protective Gloves**

- 2 Bids Received

BID ADVERTISED DATE: April 8, 2024

BID OPENING DATE: April 4, 2024

CODE: 35-282 \$5,000.00

MANNER OF AWARD: \$5,000.00  
July 1, 2024 – June 30, 2025

RECOMMEND: C& S Specialty, Inc.

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**COPIES OF BID SUBMISSIONS ARE AVAILABLE UPON REQUEST VIA REGULAR  
PROCESS (as follows)**

**Public/Constituent Requests through the Purchasing Division via [bids@warwickri.gov](mailto:bids@warwickri.gov)  
City Council Member Requests provided upon request via regular process**

**All Bid Tabulations and Information can be found at: <https://www.warwickri.gov/bids>**

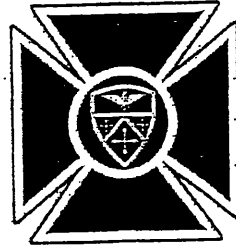
Fire Tech and Safety of New England, Inc.  
100 Business Park Drive  
Tyngsborough, MA 01879

C&S Specialty Inc.  
1181 Old Smithfield Rd.  
North Smithfield, RI 02896

APR 08 2024



Jason Umbenhauer  
Assistant Chief



Office: (401) 468-4044  
Fax: (401) 468-4043

Warwick Fire Department  
111 Veterans Memorial Drive  
Warwick, Rhode Island 02886

April 4, 2024

Francis Gomez  
Purchasing Agent  
City of Warwick

The bid for *Structural Firefighting Protective Gloves, Bid#2025-022* has been carefully reviewed by the Fire Department.

Two (2) vendors submitted bids, and after evaluating pricing the following vendor has met all the specifications outlined in our request and has proposed the lowest price. Therefore, I recommend the bid be awarded to the following vendor:

C&S Specialty Inc., North Smithfield, RI

The current bid expires on 6/30/2024 and the Department is requesting a one (1) year award, effective from 7/1/2024 through 6/30/2025, in a total amount not to exceed \$5,000. Funding will be from budget code 35-282 Turnout Gear.

Please contact me should you have any questions.

Jason Umbenhauer  
Assistant Chief

CODE: 76-358

**SECTION 56-6**

**Bid2024-443 Emergency Vehicle Repair**

Narragansett Auto Repair  
57 Greenhill St  
West Warwick, RI 02893

Contract Award: \$4,775.00  
Contract Period: One-Time Purchase



CITY OF WARWICK

Colonel Bradford Connor  
Chief of Police

Frank J. Picozzi  
Mayor



Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

April 3, 2024

Ms. Francis Gomez, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Request for Spending Authorization – Emergency vehicle repair  
City Ordinance 56-6: Exception to Notice Requirement  
Funding Source: Police Budget Code #76-358, "Insurance Proceeds"

Dear Ms. Gomez,

The police department is seeking a 56-6 exception to notice requirement to repair a vehicle assigned to our fleet. The SUV (further description respectfully withheld due to the capacity in which it is used) has had mechanical issues and the diagnosis is that it needs a new engine. In the opinion of our fleet mechanics and those who've looked at it, the diagnosis is accurate and the vehicle is worth repairing. The repair investment is proportionally sound in comparison to the vehicle's overall value. The repair cost is also a better alternative than replacing the vehicle entirely. This vehicle is used in a capacity whereby we don't have much of an alternative than to fix it.

The 56-6 exception to bid would avoid a prolonged bidding process for this vehicle which is assigned to one member of our department who relies on it daily for their job description. Potential bidders would certainly want to make a confirmatory diagnosis which would require the vehicle to be made available for viewing or be towed repeatedly to various potential bidders for examination.

Our fleet manager did obtain three quotes for this engine replacement:


1. Grieco Toyota of East Providence: \$9,815.14
2. Rossi's Auto Care of West Warwick: \$6,025.63
3. Narragansett Auto Repair of West Warwick: \$4,775.00

The police department is requesting this repair be awarded to Narragansett Auto Repair as they were overall lowest qualified quote. Narragansett Auto Repair has assured our fleet manager they have the replacement engine available.

The police department is seeking spending authority in the amount of \$4,775.00 to have Narragansett Auto Repair complete the work. If approved, funding will be allocated from Police Budget Code #76-358, "Insurance Proceeds." This would be a one-time expenditure.

Please feel free to contact me if you require any further information.

Sincerely

  
Major Andrew P Sullivan  
Administrative Bureau Commander

**NARRAGANSETT AUTO REPAIR**

57 Greenhill st  
 West Warwick, RI 02893  
 Ph: (401) 822-4465 • Fax: (401) 822-1001  
 danielkoren@hotmail.com  
 narragansettautorepair.com

**Estimate #423**

Service Writer: daniel koren  
 Created: 03/27/24 10:20 AM  
 Updated: 04/05/24 01:31 PM

**Warwick Police Dept (Authorizer)**

99 Veterans Memorial Drive  
 Warwick, RI 02886  
 M: (401) 468-4362 H: (401) 639-9309



Mileage: In 0 | Out 0

ITEM	DESCRIPTION	PART #	QTY/HRS	PRICE/RATE	TOTAL
Part	Used Engine 3.5 and fluids	19097	1	2275.00	2275.00
Labor	R&R Engine.. Transfer all necessary parts...Change oil and filter...Add Fluids as necessary	retail	20.00	125.00	2500.00
Note	Custom Note: Engine comes with 6 Month parts Warranty				

ESTIMATES ARE VALID FOR 30 DAYS.

Parts:	\$2275.00
Labor:	\$2500.00
Shop Supplies:	\$0.00
HazMat:	\$0.00
Subtotal:	\$4775.00
Total Tax:	\$0.00

X \_\_\_\_\_

Customer Signature

Date 04-05-2024

**Total: \$4775.00**

CODE: 30-208

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**SECTION 56-6**

**Bid2024-440 BCI Fuming Hood Filtration Equipment**

Mystaire, Inc.  
1200 Telecom Drive  
Creedmoor, NC 27522

Contract Award: \$3,570.00  
Contract Period: One-Time Purchase

CITY OF WARWICK

Colonel Bradford E. Connor  
Chief of Police

Frank J. Picozzi  
Mayor



Police Department  
99 Veterans Memorial Drive  
Warwick, Rhode Island 02886-4617  
Telephone: (401) 468-4200

March 25, 2024

Ms. Francis Gomez  
Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Request for Spending Authorization-BCI fuming hood filtration equipment  
City Ordinance 56-6 "Exception to Notice Requirement"  
Funding Source: Operating Budget, code 30-208, "BCI Supplies"

Dear Ms. Gomez:

The police department is requesting spending authorization under City Ordinance 56-6, "Exception to Notice Requirement," to purchase various filtration supplies. The filtration supplies would replace expired filtration devices that equip our "fuming hoods" in the BCI area of our Detective Division. Fuming hoods are commonly used to apply certain chemicals to an article of evidence in order to retrieve useable fingerprints which can then be used to identify an offender or to exclude the fingerprints of a non-offender. This fuming process utilizes chemicals which aren't suitable for human inhalation. The fuming hoods are ductless and have disposable filters to capture the potentially harmful fumes and particles from contaminating a room's normal air.

The police department is requesting \$3,570.00 for the one-time purchase of a quantity of filters to replace those that are expired or expiring. The purchase would be made through Mystaire, Inc of Creedmoor, NC. Mystaire is the manufacturer of the fuming hood we currently use and their replacement filters are proprietary. Mystaire is a sole source provider of their replacement Mystaire filters and fuming hood supplies.

This one-time purchase of \$3,570.00 would be sourced from the department's operating budget, code 30-208, "BCI Supplies."

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew P Sullivan".

Major Andrew P Sullivan  
Administrative Bureau Commander

# MYSTAIRE®

## Q24032001KGJC

**Javier Cabreja**

javier.cabreja@warwickri.gov

(401) 468-4242

Reference: 20240320-144801114

Quote created: March 20, 2024

Quote expires: May 4, 2024



MYSTAIRE

**Mystaire**

1200 Telecom Drive  
Creedmoor, NC 27522  
United States

**Prepared by: Kelly Gross**

**Total** \$3,570.00

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
1	MY-2818	MY-2818 - Cyanoacrylate Filter for CA Chambers, 3000-9000 models	\$575.00	\$575.00
1	FE-2013	FE-2013 - Pre-filter, Package of 6	\$285.00	\$285.00
2	AU-2804	AU-2804 - Gas Phase Filter for Hydrocarbons, Main for AU-42, AU-250 AND AU-550	\$685.00	\$1,370.00
2	AU-5504	AU-5504 - Gas Phase Filter for Hydrocarbons, Safety for AU-42 AND AU-550	\$385.00	\$770.00
2	FE-2013	FE-2013 - Pre-filter, Package of 6	\$285.00	\$570.00

<b>SUMMARY</b>	
One-time subtotal	\$3,570.00

	<b>Total</b>	<b>\$3,570.00</b>
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**Comments**

Shipping will be prepaid and added to invoice unless otherwise noted.  
 Ask me about our Extended Warranties and/or Service Contract Options.  
 AD08611002

**Purchase Terms**

Purchase can be made via Credit Card, Check, Wire, or Purchase Order with NET 30 Payment Terms.  
 NET 30 Payment Terms accepted with approved credit application. Ask your representative for details.

# MYSTAIRE<sup>®</sup>

3/27/2024

To Whom It May Concern:

Mystaire Inc. manufactures a full line of ductless fume hoods, laminar flow hoods and application-specific enclosures. Mystaire Inc. is the sole manufacturer of the filters and replacement parts used in these products.

Mystaire Inc. products are manufactured to meet specific standards and guidelines. In order to comply with these standards and guidelines, we source specific raw material to achieve this function. The HEPA and Carbon filters sold by Mystaire Inc. are the only filters known to meet our specifications. This ensures compliance with all applicable standards and guidelines.

The only way to ensure proper workstation function is to change out the filter(s) on a regular basis. Mystaire Inc. filters are specifically designed for use in Mystaire Inc. models. No other filtration source is allowed and we will not accept liability if this is violated.

Any questions may be directed to 877-328-3912.

Sincerely,



Alexandria Yancey  
Sales Manager

1200 Telecom Drive • Creedmoor, NC 27522  
Phone: (919) 229-8511 • Fax: (919) 528-1744 • Toll Free: (877) 328-3912  
www.mystaire.com • contact@mystaire.com

CODE: 25-334

**SECTION 56-10**

Request permission to Piggyback MPA #517

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**Bid2024-436 ManageEngine AD Self-Service Support Services**

SHI International Corporation  
290 Davidson Ave.  
Somerset, NJ 08873

Contract Award: \$2,927.03  
Contract Period: April 28, 2024 – April 27, 2025





CITY OF WARWICK  
DIVISION OF MANAGEMENT INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2017

FRANK PICOZZI  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Francis Gomez, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Wednesday, March 20, 2024  
Re: 56-10 – Piggyback on State Bid – SHI International Corp.

This is a 56-10 request to piggyback on the State of Rhode Island Bid for Software Support Services and award the ManageEngine AD Self-Service Software Service Plus Contract to SHI in the amount of \$2,927.03. ManageEngine AD Self-Service allows the employees the ability to reset their own password for network access. This dramatically streamlines the process by avoiding the necessity of a Help Desk Ticket being assigned to an MIS technician. It also allows those working off-shifts, such as the Police Department and Fire Department, to have immediate remedy when a password reset is required. In addition, we have added their Multifactor Authentication (MFA) module this year. This module allows the City to provide security access levels required by our Cybersecurity Insurance provider. The state Master Price Agreement (MPA) Number is 517 and has an effective through date of October 1, 2024.

The vendor to be utilized for this request will be SHI International Corp., 290 Davidson Avenue, Somerset, NJ 08873.

This Support & Maintenance agreement for ManageEngine AD Self-Service will run for one year; from 4/28/24 – 4/27/25. The budget code to cover this will be 25-334.

Cc: Peder Schaefer - Finance Director



Pricing Proposal  
 Quotation #: 24643888  
 Created On: 3/20/2024  
 Valid Until: 4/19/2024

**RI-City of Warwick**

**Philip Carlucci**  
 3275 Post Road- City Hall  
 Purchasing Division  
 Warwick, RI 02886  
 United States  
 Phone: (401) 738-2000 X6323  
 Fax:  
 Email: Philip.f.carlucci@warwickri.com

**Inside Account Manager**

**Anastasia Barney**  
 290 Davidson Ave  
 Somerset, NJ 08873  
 Phone: 800-527-6389 EXT 555-3556  
 Fax:  
 Email: Ana\_Barney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Annual Subscription Fee for ManageEngine ADSelfService Plus Professional Edition for 800 Domain Users ZOHO Corporation - Part#: 67215.5S Contract Name: SHI-Customer Contract Contract #: SHI-Customer Contract Coverage Term: 4/28/2024 – 4/27/2025	1	\$1,681.08	\$1,681.08
2 Annual Subscription Fee for ManageEngine ADSelfService Plus Professional Edition - Endpoint MFA Add-on - 800 Domain Users ZOHO Corporation - Part#: 67005.6SPMFA4 Contract Name: SHI-Customer Contract Contract #: SHI-Customer Contract Coverage Term: 4/28/2024 – 4/27/2025	1	\$1,245.95	\$1,245.95
		<b>Total</b>	<b>\$2,927.03</b>

**Additional Comments**

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

*The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at SHI Online Customer Resale Terms and Conditions.*

## Contract Summary

### General Information

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Contract Number MPA 517 FY21  
Issue Date April 05, 2021  
Organization State of Rhode Island  
Status Active  
Multi Contractor Yes  
Contract  
Title Data Communications Products and Services  
Description MPA 517 provides NASPO volume price discounts for Data Communications products and services. The following product and service categories are included: Data Center Application Services, Networking Software, Network Management and Automation, Network Optimization and Acceleration, Optical Networking, Routers, Security, Storage Networking, Switches, Wireless, Unified Communications, and Services.  
Contract Administrator Jonathan Nadeau  
Email Address jonathan.nadeau@purchasing.ri.gov  
Request Number  
Solicitation Number  
Enable Contract as Round Trip NO  
P-Card Accepted No  
PO Dispatch Distributor

**Commodity**

Code	Description
32000000	Electronic Components and Supplies
32150000	Automation control devices and components and accessories
32152000	Process control or packaged automation systems
32152002	Supervisory control and data acquisition packaged system SCADA
41000000	Laboratory and Measuring and Observing and Testing Equipment
41111979	Data logger for clinical temperature controlled equipment
41113740	Voice data video cable tester
43000000	Information Technology Broadcasting and Telecommunications
43200000	Components for information technology or broadcasting or telecommunications
43201400	System Cards
43201416	Data acquisition board
43201500	System boards processors interfaces or modules
43201509	Exchange datacom modules
43201550	Network packet data synchronization device
43201800	Media storage devices
43201814	Electronic media or data duplicating equipment
43211800	Computer data input device accessories
43220000	Data Voice or Multimedia Network Equipment or Platforms and Accessories
81160000	Information Technology Service Delivery
81161800	Data voice or multimedia network equipment or platform rental or leasing services
81161801	Data communication equipment or platform rental or leasing service

## Contractors

Name APEX TECHNOLOGY GROUP INC, THE			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Mark Centracchio	mcentracchio@apextechgroup.com	401-680-4612

Name Cisco Systems, Inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Gigi Feril	sgutscho@cisco.com	616-940-2336

Name CUSTOM COMPUTER SPECIALISTS, INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Laura Gavey	lgavey@customonline.com	6318646699

Name ePlus Technology, inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Marie Davis		240-512-2005
Administrative Contact	Matt Smith	sledoperationsteam@eplus.com	7572787942

Name EVERSEC GROUP INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Jessica Wray	jessica@eversecgroup.com	914-332-1750

Name Hewlett Packard Enterprise Company			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Rodrigo Valdivia		5123192976

Name Integration Partners Corporation			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Andy Branchaud		317-813-5185

Name JUNIPER NETWORKS US INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Roxanne Bieniek	rbieniek@juniper.net	978-589-0636

Name Optiv Security Inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Maxwell Maloberti	info@optiv.com	303-298-0600

Name SHI International Corp			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	SHI CT Team	CTSLG@SHI.com	888-764-8888

Name WHALLEY COMPUTER ASSOCIATES INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	JAKE BROWN	JBB@WCA.COM	508-634-1152

Name INSIGHT PUBLIC SECTOR INC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Kelly Riedel	kriedel@insight.com	800-467-4448

Name CAROUSEL INDUSTRIES OF NORTH AMERICA INC			
Contact Type	Contact Name	Contact Email	Contact Phone

Main Contact	Lauren Testa	ltesta@carouselindustries.com	401-583-4465
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Name PRESIDIO NETWORKED SOLUTION LLC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	BOUBACAR DIARRA	BDIARRA@PRESIDIO.COM	781-638-2333

Name CBTS LLC			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Marilyn Koch	marilyn.koch@cbts.com	7818586246

Name Connected Solutions Group			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Regina Hawkins	kmorris@csgstore.net	4344301053

Name Cradlepoint, Inc.			
Contact Type	Contact Name	Contact Email	Contact Phone
Main Contact	Mitch Head		208-472-6154

**Pricing Information**

Contract Type	Purchase Agreement from RIFANS
Pricing Type	No Limit
Retainage Percent	0.00
Retainage Notes	
Initial Expended Value(USD)	0.00
Cumulative Encumbered/Expended Value(USD)	0.00
Total Paid(USD)	0.00
Remaining Balance(USD)	0.00
Payment Terms	Net 30 Days
Payment Notes	
Delivery Terms	Free On Board Destination
Delivery Notes	
Other Notes	

**Contract Period**

Award Date	April 01, 2021
Effective Date	April 01, 2021
Expiration Date	September 30, 2024
Potential Final Expiration Date	September 30, 2026

## Contract Clauses

### CONTRACT CLAUSES

#### RIFANS Purchase Agreement Terms and Conditions

Please reference the terms and conditions as presented in your official purchase agreement. See the Purchase Agreement in attachments section.

### CONTRACT CLAUSES

#### RIFANS Purchase Agreement Terms and Conditions

Please reference the terms and conditions as presented in your official purchase agreement. See the Purchase Agreement in attachments section.

#### Annual Insurance Renewal

Annual insurance renewal certificates for workers' compensation, public liability, property damage, automobile, professional liability (a/k/a errors & omissions), builder's risk, school bus auto liability, environmental impairment (a/k/a pollution control), vessel operation (marine or aircraft) protection & indemnity, etc., must be submitted to the specific agency identified in the "ship to" section of the purchase order. Certificates are annually due prior to the beginning of any contract period beyond the initial twelve (12) month period of a contract. Failure to provide annual insurance certification may be grounds for cancellation.

### CONTRACT CLAUSES

#### RIFANS Purchase Agreement Terms and Conditions

Please reference the terms and conditions as presented in your official purchase agreement. See the Purchase Agreement in attachments section.

#### Annual Insurance Renewal

Annual insurance renewal certificates for workers' compensation, public liability, property damage, automobile, professional liability (a/k/a errors & omissions), builder's risk, school bus auto liability, environmental impairment (a/k/a pollution control), vessel operation (marine or aircraft) protection & indemnity, etc., must be submitted to the specific agency identified in the "ship to" section of the purchase order. Certificates are annually due prior to the beginning of any contract period beyond the initial twelve (12) month period of a contract. Failure to provide annual insurance certification may be grounds for cancellation.

## Catalog Names

No catalog(s) found

**Document(s)**

Document Name	Upload Date
1 MPA 517 User Guide.pdf	August 30, 2022
3717713 Hewlett Packard Enterprise.pdf	April 05, 2021
3717739 Juniper Networks US Inc..pdf	April 05, 2021
3717748 Cradlepoint Inc..pdf	April 05, 2021
3724006 CUSTOM COMPUTER SPECIALISTS INC - Reseller for Hewlett Packard Enterprise.pdf	August 26, 2022
3724052 APEX TECHNOLOGY GROUP INC THE.pdf	June 03, 2021
3724057 EVERSEC GROUP INC.pdf	June 03, 2021
3724064 WHALLEY COMPUTER ASSOCIATES.INC.pdf	June 03, 2021
3724082 CAROUSEL INDUSTRIES - Reseller for Hewlett Packard Enterprise.pdf	August 26, 2022
3724131 EPLUS TECHNOLOGY INC. - HEWLETT PACKARD ENT. RESELLER.pdf	June 03, 2021
3724854 CONNECTED SOLUTIONS GROUP.pdf	June 10, 2021
3724859 INSIGHT PUBLIC SECTOR INC.pdf	June 10, 2021
3724867 PRESIDIO NETWORKED SOLUTION LLC.pdf	June 10, 2021
3724878 SHI INTERNATIONAL CORP.pdf	June 10, 2021
3727603 Optiv Security Incorporated.pdf	June 25, 2021
3727604 EPlus Technology Inc. - Juniper Networks Reseller.pdf	August 20, 2021
3727605 Integration Partners Corporation.pdf	June 25, 2021
3782587 CISCO SYSTEMS INC.pdf	July 15, 2022
3783487 CBTS LLC Reseller for Cisco Systems Inc..pdf	July 19, 2022
3791972 CAROUSEL INDUSTRIES OF NORTH AMERICA INC - Reseller for Cisco Systems Inc..pdf	August 26, 2022
3791998 CUSTOM COMPUTER SPECIALISTS INC - Reseller for Cisco Systems Inc..pdf	August 26, 2022
3793116 EPLUS TECHNOLOGY INC - Reseller for Cisco Systems Inc.pdf	August 31, 2022
MPA 517 Data Communications Portfolio Map.pdf	April 06, 2021

**Administrative Document(s)**

No Documents Found



## Authorization

State of Rhode Island	Community College of Rhode Island
Dept of Administration	Dept of Beh Health, Dev Dis & Hosp
Dept of Business Regulation	Dept of Children, Youth & Families
Dept of Corrections	Dept of Public Safety
Dept of Elementary & Sec Education	Dept of Environmental Management
RI Dept of Health	Dept of Human Services
Dept of Labor & Trg - Bus Affairs	Dept of Transportation
General Assembly	Judicial Department
Militia of the State	Municipalities
Office of the Attorney General	Office of the General Treasurer
Office of the Governor	Office of the Lt Governor
Office of the Secretary of State	Rhode Island College
Dept of Revenue	RI Emergency Management Agency
University of Rhode Island	City of Providence
Quasi Agencies	Gov Commission on Disabilities
RI Comm of Deaf & Hard of Hearing	State Council on Dev Disabilities
Rhode Island Council on the Arts	Historical Preserv & Heritage Comm
Secretary of Commerce	Board of Elections
Rhode Island Ethics Commission	Public Utilities Commission
Office of The Child Advocate	Rhode Island Comm for Human Rights
Ofc of the Mental Health Advocate	Office of the Public Defender
Coastal Resources Mgmt Council	Rhode Island Atomic Energy Comm
Office of Post Secondary Commr	RI Industrial-Recreational Bldg Aut
Exec Ofc Of Health & Human Services	Airport Corporation
DOA - DCAMM EDC	DOA - DCAMM Facilities
DOA - DoIT	DOA - Health Exchange
DOA - Library & Info Services	DOA - Office of Energy Resources
DOA - OMB - Budgeting	DOA - Planning
DOH - Central Management	DOH - Community Health & Equity
DOH - Environmental Health	DOH - Laboratory & Medical Examiner
DOH - PRIDEmS	DLT - Arrigan Center
DLT - Board of Review	DLT - Executive
DLT - Governors Work Board	DLT - Legal
DLT - Labor Market Info	DLT - Labor Relations Board
DLT - Marketing	DLT - Property Mgmt
DLT - Real Jobs	DLT - Temp Disability Ins
DLT - Unemployment Ins	DLT - Workers Comp
DLT - Workforce Dev	DLT - Workforce Regs
DLT - Work Partnership GRI	DOC - Correctional Industries
DOC - Central Distribution Center	DOC - Facilities and Maintenance
Davies Career and Technical School	RI School for the Deaf
DOH - Customer Services	DOH - Policy Info & Communications
DOA - Ofc of Diversity Equity & Opp	DOA - Human Resources
DOA - Legal	DOA - OMB - Audits
DOA - Purchasing	