


Patricia A. Peshka  
Purchasing Agent



Joseph J. Solomon  
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 Finance Committee

FROM: Patricia A. Peshka, Purchasing Agent 

DATE: May 10, 2019

RE: Bids for the Finance Committee Monday, May 20, 2019

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CODES: 66-281 Bldg. Maint./Maint. Bldg. Repairs	\$12,000.00
41-281 Arenas/Maint. Materials	\$ 2,000.00
42-281 McDermott/Maint. Materials	\$ 2,000.00
70-281 Field Maint./Maint. Materials	\$ 4,000.00

**SECTION 6-12**

Request permission to increase PCR-188-18 (Sub A/Corrected)  
 from \$90,000.00 to \$110,000.00  
 MPA #347

**Bid2016-231 State of RI Lamps, Ballasts & Related Electric Supplies**

Northeast Electrical Distributors	50 Niantic Ave.	Providence, RI 02907
Graybar Electric Co.	245 Niantic Ave.	Cranston, RI 02907

**LAST ACTION TAKEN**

**Section 6-12:** PCR-188-18 (Sub A/Corrected) approved December 19, 2018 in the amount of \$20,000.00. Extend contract period November 1, 2018 – October 31, 2019.

Contract Increase Requested	\$20,000.00
Current Contract Award	\$90,000.00
Contract Period Requested	No change in Contract Period
Current Contract Period	November 1, 2018 – October 31, 2019

MAY 08 2019



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02889  
TEL. 401-738-2003  
FAX 401-732-5208

JOSEPH J. SOLOMON  
MAYOR  
  
MATHEW J. SOLITRO  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: Mathew Solitro, Director of Public Works *MS*

Date: May 3, 2019

Re: Bid2016-231 MPA #347 – State bid – Electrical supplies, Lamps and Ballasts

Due to ongoing projects and general electrical repairs, this department has nearly expended the approved cap of this bid and is requesting to increase the spending authority. This department originally requested a cap of \$70,000 when this bid was approved in November 2015. A \$20,000 increase was requested in December 2018, and subsequently approved for a total of \$90,000. This bid is used by multiple divisions.

Please consider this memo a request for Sec. 6-12, alteration to contract, of the City Charter to continue purchasing material from Northeast Electrical Distributors and Graybar Electric, and increase the amount of the award from \$90,000 to \$110,000, an increase of \$20,000. This bid expires on October 31, 2019.

(66-281 - \$12,000)

(41-281- \$2,000)

(42-281 - \$2,000)

(70-281 - \$4,000)

Corrected  
PCR-188-18 (Sub A)

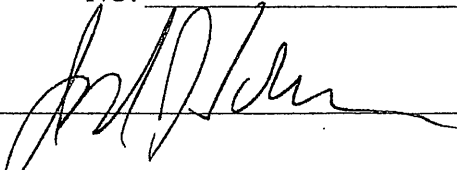
CITY OF WARWICK

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

R-18-161

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

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

DATE: December 19, 2018

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
2016 - 231	State of RI Lamps, Ballasts & Related Electric Supplies	<i>Northeast Electrical Distributors</i> 50 Niantic Ave. Providence, RI 02907 <i>Graybar Electric Co.</i> 245 Niantic Ave. Cranston, RI 02907	\$20,000.00	11/1/18 - 10/31/19	1	6 - 12
2017 - 045	Rescue Service Billing Administrator	<i>Comstar</i> 8 Turcotte Mem. Dr. Rowley, MA 01969	\$22,500.00	1/1/19 - 3/31/19	2	6 - 12



Continued next page

Corrected  
PCR-188-18 (Sub A)

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2018 - 167A	Original Equipment Manufacturers' Parts for Various Vehicles	<u>Sanitary Equipment Co., Inc.</u> W. Haven, CT 06516 <u>Ballard Mack Sales &amp; Service of RI, Inc.</u> Johnston, RI 02919 <u>Hurd Auto Mall</u> Johnston, RI 02919 <u>Lacal Equipment, Inc.</u> Jackson Ctr., OH 45334 <u>Freightliner of Hartford</u> d/b/a Five Star Fire Hartford, CT 06114	\$137,500.00  (inclusive of Bid2018-167C and Bid2018-168)	11/18/18 - 2/17/19	3	6 - 12
2018 - 167C	Original Equipment Manufacturers' Parts for Various Vehicles	<u>RI Truck Center</u> <u>Terex Environmental</u> <u>Northland JCB</u> <u>Wood Co.</u> <u>Coastal International</u> <u>Norfolk Power</u> <u>Vermèer Northeast</u> <u>Tri-County Contractors</u> <u>HEWS Co.</u> <u>Freightliner of Hartford</u> <u>Strobes &amp; More</u> <u>CN Wood</u> <u>Minuteman Trucks</u> <u>New England Detroit</u> <u>Diesel-Allison</u> <u>Kahn Tractor</u> <u>Peterbilt of RI</u> <u>Southworth Milton</u> <u>Tasca</u> <u>Flood Ford</u> <u>Ed &amp; Matt Equipment</u> <u>Howard Johnson, Inc.</u>	\$137,500.00  (inclusive of Bid2018-167A and Bid2018-168)	11/18/18 - 2/17/19	4	6 - 12

Continued next page

Corrected  
PCR-188-18 (Sub A)

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2018 - 168	Various Replacement Automotive Parts	<p><i>Tri-Power Sales &amp; Service, Inc.</i> 65 Minnesota Ave. <u>Warwick, RI 02888</u></p> <p><i>Advance Stores Co.</i> <i>d/b/a Advance Auto Parts</i> 1280 Warwick Ave. <u>Warwick, RI 02888</u></p> <p><i>Raps Auto Parts Supply, Inc.</i> <i>d/b/a Napa Auto Parts</i> 3666 W. Shore Rd. <u>Warwick, RI 02886</u></p> <p><i>Action Auto Parts, Inc.</i> 795 N. Main St. <u>Providence, RI 02904</u></p> <p><i>East Coast Terminals</i> 267 Allen St. <u>Springfield, MA 01108</u></p> <p><i>Lawson Products, Inc.</i> 8770 W. Bryn Mawr Ave. <u>Chicago, IL 60631</u></p> <p><i>Tifco Industries</i> 21400 Northwest Freeway <u>Cypress, TX 77429</u></p> <p><i>Palmer Spring Co.</i> One Althea St. Providence, RI 02907</p>	<p><u>DPW ONLY</u></p> <p>\$137,500.00</p> <p>(inclusive of Bid2018-167A and Bid2018-167C)</p>	11/18/18 - 2/17/19	5	6 - 12
2019 - 184	Purchase APX4000 Portable 2-Way Radios	<p><i>Motorola Solutions, Inc.</i> <i>c/o Cyber Comm, Inc.</i> 90 Colorado Ave. Warwick, RI 02888</p>	\$32,918.24	Date of Award - 6/30/19		

Continued next page

Corrected  
PCR-188-18 (Sub A)

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2019 - 192	Police Personnel Uniforms	<i>Barney's Uniforms</i> 922 Cranston St. Cranston, RI 02920 <i>RI Uniform &amp; Supply</i> 1395 Atwood Ave. Ste. 109 Johnston, RI 02919 <i>Russ' Ocean State Harley-Davidson</i> 35 Albany Rd. Warwick, RI 02888	\$45,000.00	12/12/18 - 12/11/19		
2019 - 203	Purchase Police Ford Explorer Interceptors	<i>MHQ Municipal Vehicles</i> 401 Elm St. Marlborough, MA 017582	\$131,405.24		6	56 - 6
2019 - 208	Network Connectivity	<i>Crown Castle Fiber</i> 235 Promenade St. Providence, RI 02908 <i>Cox Communications</i> Nine JP Murphy Hwy. W. Warwick, RI 02893	\$782,500.00	12/1/18 - 11/30/21	7	56 - 6
2019 - 209	Cox Managed Telephone Service	<i>Cox Communications</i> Nine JP Murphy Hwy. W. Warwick, RI 02893	\$450,000.00	12/1/18 - 11/30/21		56 - 6
2019 - 210	State of RI Telecommunication Services (Verizon Radio Circuit Services)	<i>Verizon Business Network Services, Inc.</i> One Verizon Way Basking Ridge, NJ 07920	\$73,000.00	12/1/18 - 8/31/19	8	56 - 10

Continued next page



Corrected  
PCR-188-18 (Sub A)

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2019 - 211	State of RI Telecommunication Services (Wireless Cellular Service)	<i>Verizon Wireless</i> One Verizon Way Basking Ridge, NJ 07920	\$78,000.00	12/1/18 - 8/31/19	9	56 - 10

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

- ✱ 1. Request permission to increase and extend PCR-37-16 (Sub A). Increase from \$70,000.00 to \$90,000.00 and extend from November 1, 2018 through October 31, 2019. MPA #347.
2. Request permission to increase and extend PCR-136-18 (Sub A). Increase from \$45,000.00 to \$67,500.00 and extend from January 1, 2019 through March 31, 2019.
3. Request permission to increase and extend PCR-186-17 (Sub A). Increase from \$550,000.00 to \$687,500.00 and extend from November 18, 2018 through February 17, 2019.
4. Request permission to increase and extend PCR-187-17 (Sub A). Increase from \$550,000.00 to \$687,500.00 and extend from November 18, 2018 through February 17, 2019.
5. Request permission to increase and extend PCR-188-17 (Sub A/Corrected). Increase from \$550,000.00 to \$687,500.00 and extend from November 18, 2018 through February 17, 2019.
6. **BE IT FURTHER RESOLVED, THAT** this Resolution is an affirmative action of the City Council of the City toward the execution and delivery of the Lease Purchase Financing Documents in accordance with the purposes of the laws of the State. This Resolution constitutes the City's declaration of official intent, pursuant to Treasury Regulation 1.150(2), to reimburse the City for certain expenditures paid on or after the date of which is sixty (60) days prior to the date of this Resolution, but prior to the execution and delivery of the Lease Purchase Financing Documents. Such amounts to be reimbursed shall not exceed \$131,405.24 and shall be reimbursed not later than eighteen (18) months after (a) the date on which the expenditure is paid or (b) the date the property is placed in service or abandoned, but in no event later than three (3) years after the date the expenditure is paid.
7. **Crown Castle Fiber:** \$90,000.00. **Cox Communications:** \$692,500.00.
8. Request permission to piggyback MPA #308. **Police:** \$45,990.00. **Fire:** \$27,010.00.
9. Request permission to piggyback MPA #308.

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**COPY**

Corrected  
PCR-188-18 (Sub A)

ACTIONS TAKEN

Bid2019-174 Custom Tandem Axle Walk-In Heavy Rescue

PCR-189-18  
Hold until 1/9/19

Bid2019-204 Police Recruit Medical Examinations

PCR-190-18  
Hold until 1/23/19

Bid2019-207 Training New MUNIS Software Modules

PCR-191-18 (Sub A)  
Amended from  
\$8,850 to \$6,450

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



**COPY**

CODES: 66-281 Bldg. Maint./Maint. Bldg. Repairs \$12,000.00  
41-281 Arenas/Maint. Materials \$ 2,000.00  
42-281 McDermott/Maint. Materials \$ 2,000.00  
70-281 Field Maint./Maint. Materials \$ 4,000.00

**SECTION 6-12**

Request permission to increase and extend PCR-37-16 (Sub A)  
increase from \$70,000.00 to \$90,000.00  
extend from November 1, 2018 through October 31, 2019  
MPA #347

**Bid2016-231 State of RI Lamps, Ballasts & Related Electric Supplies**

Northeast Electrical Distributors	50 Niantic Ave.	Providence, RI 02907
Graybar Electric Co.	245 Niantic Ave.	Cranston, RI 02907

**LAST ACTION TAKEN**

**Section 6-12:** PCR-37-16 (Sub A) approved March 22, 2016 to include Graybar Electric Co. as a vendor. No monies requested. No change in contract period.

Contract Increase Requested:	\$20,000.00
Current Contract Award:	\$70,000.00

Contract Period Requested:	November 1, 2018 – October 31, 2019
Current Contract Period:	January 8, 2016 - October 31, 2018

**COPY**



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02889  
TEL. 401-738-2003  
FAX 401-732-5208

JOSEPH J. SOLOMON  
MAYOR

MATHEW J. SOLITRO  
DIRECTOR

To: Patricia A. Peshka Purchasing Agent *MS*

From: Mathew Solitro, Director of Public Works

Date: November 29, 2018

Re: Bid2016-231 MPA #347-State bid-Electrical Supplies, Lamps & Ballasts

The State of Rhode Island has extended the above to Northeast Electrical Distributors & Graybar Electric Co. until October 31, 2019. The Department of Public Works would like to do the same. This department originally requested a cap of \$70,000.00 when this bid was approved in January, 2016. We have nearly expended that amount and would like to increase the cap as well.

Please consider this memo a request for Section 6-12, Alteration to Contract, of the City Charter to continue purchasing material from Northeast Electrical Distributors & Graybar Electric Co. and increase the amount of the award from \$70,000.00 to \$90,000.00, an increase in the amount of \$20,000.00. This bid expired on October 31, 2018, however, the State did not make this information available until November 7, 2018.

(66-281 \$12,000.00)

(41-281 \$ 2,000.00)

(42-281 \$ 2,000.00)

(70-281 \$ 4,000.00)

**COPY**

**Notice of Contract Purchase Agreement**



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

V	NORTHEAST ELECTRICAL DISTRIBUTORS A DIV OF SONEPAR 50 NIANTIC AVE PROVIDENCE, RI 02907 United States
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N	
D	
O	
R	

<b>MPA 347-LAMPS, BALLASTS, AND RELATED ELECTRIC SUPPLIES</b>	
Award Number	<b>3441978</b>
Revision Number	<b>1</b>
Effective Period	<b>01-NOV-2015 - 31-OCT-2019</b>
Approved PO Date	<b>05-NOV-2018</b>
Vendor Number	<b>1687-iSupplier</b>

S	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States
H	
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P	
O	

Type of Requisition	<b>*OTHER</b>
Requisition Number	
Change Order Requisition Number	
Solicitation Number	<b>7549902</b>
Freight	<b>Paid</b>
Payment Terms	<b>NET 30</b>
Buyer	<b>Cadoret, David</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 purchasing regulations, available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

CHANGE TO PO 3441978

CHANGE EFFECTIVE PERIOD:

FROM: 11/1/15 - 10/31/18

TO: 11/1/15 - 10/31/19

THE STATE IS EXERCISING THE ONE YEAR OPTION TO RENEW.

**INVOICE TO**

The State of Rhode Island accepts electronic invoices via its supplier portal. To register and submit electronic invoices, visit the supplier portal at <http://controller.admin.ri.gov/iSupplier/isup/index.php>

To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.

**STATE PURCHASING AGENT**

*Nancy R. McIntyre*  
Nancy R. McIntyre

**Notice of Contract Purchase Agreement**



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

V E N D O R	GRAYBAR ELECTRIC CO INC 245 NIANTIC AVE CRANSTON, RI 02907 United States
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MPA 347-LAMPS, BALLASTS, AND RELATED ELECTRIC SUPPLIES	
Award Number	3441993
Revision Number	1
Effective Period	01-NOV-2015 - 31-OCT-2019
Approved PO Date	05-NOV-2018
Vendor Number	911-iSupplier

S H I P  T O	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States
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Type of Requisition	*OTHER
Requisition Number	
Change Order Requisition Number	
Solicitation Number	7549902
Freight	Paid
Payment Terms	1%25 N30
Buyer	Cadoret, David
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 purchasing regulations, available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

CHANGE TO PO 3441993

CHANGE EFFECTIVE PERIOD:

FROM: 11/1/15 - 10/31/18  
 TO: 11/1/15 - 10/31/19

THE STATE IS EXERCISING THE ONE YEAR OPTION TO RENEW.

**INVOICE TO**

The State of Rhode Island accepts electronic invoices via its supplier portal. To register and submit electronic invoices, visit the supplier portal at <http://controller.admin.ri.gov/iSupplier/isup/index.php>

To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.

**STATE PURCHASING AGENT**

*Nancy R. McIntyre*  
 Nancy R. McIntyre

CODE: 67-442 General Fund/Engineering State Grant Pass Through

**NO MONIES REQUESTED**

**SECTION 6-12**

Request permission to extend PCR-93-18 (Sub A)  
from July 11, 2019 through December 31, 2019

**Bid2018-256 Professional Services Design/Build Repairs to Salter's Grove Causeway**

Narragansett Dock Works, Inc.  
91 Pt. Judith Rd., Ste. 314  
Narragansett, RI 02882

**LAST ACTION TAKEN:**

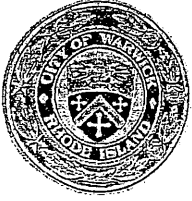
**Bid award:** approved on May 23, 2018 in the amount of \$200,000.00. Contract period July 11, 2018 – July 10, 2019.

Contract Increase Requested  
Current Contract Award

No Monies Requested  
\$200,000.00

Contract Period Requested  
Current Contract Period

July 11, 2019 – December 31, 2019  
July 11, 2018 – July 10, 2019



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02889  
TEL. 401-738-2003  
FAX 401-732-5208

JOSEPH J. SOLOMON  
MAYOR  
MATHEW J. SOLITRO  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: Mathew Solitro, Director of Public Works *MS*

Date: May 6, 2019

---

Re: ~~Bid2018-256 – Professional Services Design/build Repairs to Salter’s Grove Causeway~~

This department is overseeing the above project through a RIDEM grant. The repairs are expected to be completed by December 31, 2019. The bid currently expires on July 10, 2019, however the grant does not expire until December 31 and the project is not expected to be completed by July 10, 2019. This department is not requesting any additional spending authority.

Please consider this memo a request for Sec. 6-12, alteration to contract, of the City Charter for Narragansett Dock Works, Inc. to change the expiration of this project to December 31, 2019. Please note that this is a one-time project, entirely paid by grant funds.



CODE: 35-235 Fire/Supplies-Firefighting

**SECTION 6-12**

Request permission to increase PCR-168-18 (Sub A)  
from \$24,000.00 to \$34,280.00

**Bid2019-146 Scott Air-Pak 75 Breathing Apparatus & Related Equipment**

Shipman's Fire Equipment Co., Inc.  
172 Cross Rd.  
Waterford, CT 06385

**LAST ACTION TAKEN**

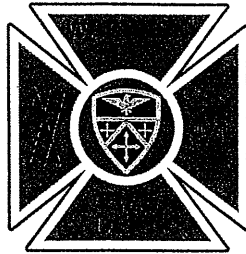
**Bid (award):** PCR-168-18 (Sub A) approved October 22, 2018 in the amount of \$24,000.00. Contract period October 23, 2018 – October 22, 2019.

Contract Increase Requested	\$10,280.00
Current Contract Award	\$24,000.00
Contract Period Requested	No change in Contract Period
Current Contract Period	October 23, 2018 – October 22, 2019

MAY 06 2019



Jason Umbenhauer  
Assistant Chief



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

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

May 6, 2019

Mrs. Patricia Peshka  
Purchasing Agent  
City of Warwick

Dear Mrs. Peshka,

The Fire Department is requesting authorization, under the provisions of City Ordinance 6-12 "Alteration to Contract", to increase the current award for Bid2019-146 from \$24,000 to \$34,280. The current contract awarded to Shipman's Fire Equipment has already expended \$23,800 for required SCBA bottle replacements and expires on October 22, 2019.

Last year, the Fire Department was awarded a grant for our technical rescue team from the "Statewide Homeland Security Program (SHSP)". As part of that bid award, the team has requested to purchase four (4) Scott SKA-Pak Supplied Air Respirators and bottles, at a cost of \$2,570 each. The cost of these units is 100% reimbursed by the grant without a co-share and requires a purchase from the existing contract with Shipman's Fire Equipment for \$10,280.

The funds will come from budget code 35-235 Firefighting Supplies. The contract period continues to be October 23, 2018 through October 22, 2019.

Please contact me should you have any questions.

Jason Umbenhauer  
Assistant Chief

CITY OF WARWICK

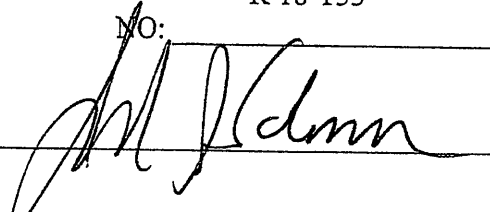
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

R-18-133

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

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



MAYOR

DATE: October 22, 2018

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
2016 - 171	State of RI Software, Government Procurement Agreement	<u>Dell Marketing LP</u> Round Rock TX 78682 <b>CDW</b> <b>Government, Inc.</b> Vernon Hills, IL 60061 <b>SHI International Corp.</b> Piscataway, NJ 08854 <b>PCMG, Inc.</b> Chantilly, VA 20151 <b>Insight Public</b> <b>Sector Inc.</b> Addison, IL 60101	\$75,000.00		1	6 - 12

Continued next page

PCR-168-18 (Sub A)

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2019 - 122	Gutter & Tube-Type Brooms	<i>Old Dominion Brush Co.</i> 5118 Glen Alden Dr. <u>Richmond, VA 23231</u> <i>Keystone Plastics, Inc.</i> 3451 S. Clinton Ave. South Plainfield, NJ 07080	\$10,000.00	11/28/18 - 11/27/19	2	
2019 - 124	Snowplow Blades	<i>Genalco, Inc.</i> 380R Jefferson Blvd. Warwick, RI 02888	\$14,000.00	11/28/18 - 11/27/19		
2019 - 134	Rodent Control Materials	<i>Neogen Corp.</i> 620 Leshner Pl. Lansing, MI 48912	\$18,000.00	1 year from date of award		
* 2019 - 146	Scott Air-Pak 75 Breathing Apparatus & Related Equipment	<i>Shipman's Fire Equipment Co. Inc.</i> 172 Cross Road Waterford, CT 06385	\$24,000.00	1 year from date of award		
<del>2019 - 147</del>	<del>Landscape Architectural Design Services Greene Cemetery</del>	<del><i>Bradford Associates</i> 25 Creighton St. Providence, RI 02906</del>	<del>\$10,900.00</del>	<del>1 year from date of award</del>		
2019 - 148	Health & Dental Insurance Consultant	<i>The Hilb Group of New England, LLC</i> 931 Jefferson Blvd. Ste. 3001 Warwick, RI 02886	\$16,000.00	Date of award through selection & final approval of the Health & Dental Insurance Carriers by the City Council		

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Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2019 - 162	Bull Gear & Safety Inspection H85	<i>Custom Truck One Source</i> Six Sutton Circle Hooksett, NH 03106	\$19,003.20			56 - 6
2019 - 163	Police Recruitment	<i>Various Vendors</i>	\$10,000.00	7/1/18 - 6/30/20		56 - 6
2019 - 167	Transmission H28	<i>Camerota Truck Parts</i> 245 Shaker Rd. PO Box 1134 Enfield, CT 06083	\$3,880.00			56 - 6
2019 - 169	IMC Software Support	<i>TriTech Software Systems</i> 1000 Business Ctr. Dr. Lake Mary, FL 32746	\$48,421.25	1/1/19 - 12/31/19		56 - 6
2019 - 166	State of RI Ice Melt Products	<i>Airwick Professional Products</i> 135 Ocean Rd. Narragansett, RI 02882	\$6,000.00	10/1/18 - 9/30/19	3	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-93-18 (Sub A) from \$177,329.80 to \$252,329.80. MPA #227.
2. Old Dominion Brush Co: Item A. Keystone Plastics, Inc.: Item B.
3. Request permission to piggyback MPA #460.

Continued next page

**ACTIONS TAKEN**

**Bid2019-125 Repair Parts for Snowplows**

**PCR-169-18  
Hold until 11/14/18**

**Bid2019-131 Various Parts for Sand & Salt Spreaders**

**PCR-170-18  
Hold until 11/14/18**

**Bid2019-170 Emergency Generator Repair**

**PCR-171-18  
Withdrawn By Dept.  
Repairs will be done  
Inhouse**

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

**Bid2019-146 Scott Air-Pak 75 Breathing Apparatus & Related Equipment**

- 1 bid received

CODE: 35-218 Fire/SCBA Cylinders

MANNER OF AWARD: \$24,000.00  
1 year from date of award

RECOMMEND: Shipman's Fire Equipment Co. Inc.

Shipman's Fire Equipment Co. Inc.  
172 Cross Road  
Waterford, CT 06385

ITEM #	SCOTT P/N	BID
1	Scott P/N X3224021200301	\$5,160.00 ea.
2	Scott Pak 75, 2013 ed. complete assembly consisting of; (1) Pak 75 P/N X3224021200301 (1) Mask P/N 201215-05 (2) Bottles P/N 804721-01	\$7,195.00 ea.
3	Scott P/N 201215-04	\$279.00 ea.
4	Scott P/N 201215-05	\$279.00 ea.
5	Scott P/N 201215-06	\$279.00 ea.
6	Scott P/N 201215-01	\$260.00 ea.
7	Scott P/N 201215-02	\$260.00 ea.
8	Scott P/N 201215-03	\$260.00 ea.
9	Scott P/N 201210-01	\$23.25 ea.
10	Scott P/N 201275-01	\$439.00 ea.
11	Scott P/N 200715-01	\$31.00 ea.
12	Scott P/N 804721-01	\$879.00 ea.
13	Scott P/N 807422-01	\$1,049.00 ea.
14	Scott P/N 804723-01	\$1,175.00 ea.
15	Scott P/N 10009671	\$705.00 ea.

Continued next page

**Bid2019-146 Scott Air-Pak 75 Breathing Apparatus & Related Equipment**

<b>ITEM #</b>	<b>SCOTT P/N</b>	<b>BID</b>
16	Scott P/N 10009673	\$952.00 ea.
17	Scott P/N 10009672	\$1,085.00 ea.
18	Scott P/N 200802-01	\$145.00 ea.
19	Scott P/N 200802-02	\$145.00 ea.
20	Scott P/N 200802-03	\$145.00 ea.
21	Scott P/N 200803-01	\$130.00 ea.
22	Scott P/N 804178-02	\$18.00 ea.
23	Scott P/N 804176-02	\$18.00 ea.
24	Scott P/N 200840-01	\$17.00 ea.
25	Scott P/N 805753-01	\$42.00 ea.
26	Scott P/N 200372-52F	\$96.00 ea.
27	Scott P/N 200372-60F	\$96.00 ea.
28	Scott P/N 200954-02	\$2,595.00 ea.
29	Scott P/N 805534-01	\$20.50 ea.
30	Scott P/N 31001087	\$46.50 ea.
31	Scott P/N 31001089	\$195.00 ea.
32	Scott P/N 201126-02	\$38.00 ea.
33	Scott P/N 201127-02	\$38.00 ea.
34	Scott P/N 201128-02	\$38.00 ea.
35	Scott P/N 200688-S430	\$24.50 ea.
36	Scott P/N 200688-D430	\$24.50 ea.
37	Scott P/N 200688-S445	\$24.50 ea.
38	Scott P/N 200688-D445	\$24.50 ea.
39	Scott P/N 200689-01	\$42.50 ea.
40	Scott P/N 200689-02	\$200.00 ea.
41	Field level maintenance class	\$95.00 ea.
42	SKA Pak AT PN# SAR424060431001	\$1,960.00 ea.
43	Scott PN# 200779-01	\$610.00 ea.



Bid2019-146 Scott Air-Pak 75 Breathing Apparatus & Related Equipment					
The following vendors were sent specifications.					
VENDOR	ADDRESS	CITY	STATE	ZIP	
American Fire Equipment Co., Inc.	Easton Industrial Pk. 58 Norfolk Ave., Unit 5	S. Easton	MA	02375	
Brigham Industries, Inc.	15 Brigham Rd.	Paxton	MA	01612	
C & S Specialty, Inc.	1181 Old Smithfield Road	N. Smithfield	RI	02896	
Fire Tech & Safety	90 Progress Ave	Tyngsborough	MA	01879	
Firematic	237 Sugar Rd.	Bolton	MA	01740	
New England Fire Equipment & Apparatus Corp.	10 Stillman Rd.	N. Haven	CT	06473	
Northeast Rescue Systems, Inc.	313 Belgrade Ave.	Boston	MA	02131	
Safeware, Inc.	4403 Forbes Blvd.	Lanham	MD	20706	
Shipman's Fire Equipment Co. Inc.	172 Cross Road	Waterford	CT	06385	
Stroud Safety Apparel, LLC	414 W. 4th St.	Stroud	OK	74079	

SEP 25 2018  
COPY



Marcel E. Fontenault, Jr.  
Acting Chief of Department



(401) 468-4044  
Fax: (401) 468-4001

111 Veterans Memorial Drive  
Warwick, Rhode Island 02886

September 24, 2018

Mrs. Patricia Peshka  
Purchasing Agent  
City of Warwick

Dear Mrs. Peshka,

The City of Warwick Fire Department has reviewed *Bid 2019-146 Scott Air-Pak Breathing Apparatus and Related Equipment*. After carefully reviewing the only bid submitted, The Fire Department Recommends Shipman's Fire equipment Co., Inc. of Waterford, CT who met all of the specifications of the bid without exception.

This award will be for a period of one year from the date of the award. The previous award expired on September 12, 2018. The total award is not to exceed \$24,000.00. The funds will come from Budget Code #35-218.

Sincerely,

Marcel Fontenault Jr  
Acting Chief of Department

Email: [marcel.e.fontenault@warwickri.com](mailto:marcel.e.fontenault@warwickri.com)

**Bid2019-279 Fire Department Dress Uniforms, Badges, Insignias & Name Plates**

- 2 Bids received

**FY20**

CODE: 35-261 Fire/Clothing Allowance

MANNER OF AWARD: \$15,000.00  
July 1, 2019 – June 30, 2021

RECOMMEND: Stillman Uniforms

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Stillman Uniforms  
271 Post Rd. E-1  
Westerly, RI 02891

Donnelly's of RI  
50 Sharpe Dr.  
Cranston, RI 02920

**Pricing as Follows**

**Continued next page**

2019-279 Fire Department Dress Uniforms, Badges, Insignias & Name Plates

Item #	STILLMAN			DONNELLY'S		
	Year 1	Year 2		Year 1	Year 2	
1	(See Note 1)					
	<b>Blouse Coat</b>					
	Brand	Elbeco	Elbeco	Elbeco	Elbeco	Elbeco
	Style	13750	13750	13750	13750	13750
	Basic Design			\$ 209.90	\$ 217.30	
	Lieutenant	\$ 210.00	\$ 210.00	\$ 236.70	\$ 245.00	
	Captain	\$ 210.00	\$ 210.00	\$ 247.40	\$ 256.10	
	Battalion Chief	\$ 210.00	\$ 210.00	\$ 257.00	\$ 266.00	
	Deputy Chief	\$ 218.00	\$ 218.00	\$ 267.70	\$ 277.10	
	Assistant Chief	\$ 225.00	\$ 225.00	\$ 279.20	\$ 289.00	
	Chief of Department	\$ 230.00	\$ 230.00	\$ 289.90	\$ 300.10	
	Private	\$ 192.00	\$ 192.00	\$ 228.00	\$ 236.00	
2	<b>Matching Dress Trousers</b>					
	Brand	Elbeco	Elbeco	Elbeco	Elbeco	Elbeco
	Style	E1360RN	E1360RN	E1360RN	E1360RN	E1360RN
	Basic Design	\$ 82.00	\$ 82.00	\$ 91.00	\$ 94.20	
3	<b>Blue Uniform Hat</b>					
	Brand	Keystone	Keystone	Keystone	Keystone	Keystone
	Style	R8	R8	R8 Bell	R8 Bell	R8 Bell
	Basic Design	FD Bell	FD Bell	47.90	49.60	49.60
	Private	\$ 45.00	\$ 45.00	\$ 50.20	\$ 52.00	52.00
	Lieutenant/Captain	\$ 50.00	\$ 50.00	\$ 63.30	\$ 65.60	65.60
4	<b>White Uniform Hat</b>					
	Brand	Keystone R8B	Keystone R8B	Keystone R8B	Keystone R8B	Keystone R8B
	Style	FD Bell	FD Bell	FD Bell	FD Bell	FD Bell
	Basic Design			\$ 49.70	\$ 51.50	51.50
	Battalion Chief	\$ 50.00	\$ 50.00	\$ 65.00	\$ 67.30	67.30
	Deputy Chief	\$ 85.00	\$ 85.00	\$ 103.50	\$ 107.20	107.20
	Assistant Chief	\$ 85.00	\$ 85.00	\$ 103.50	\$ 107.20	107.20
	Chief of Department	\$ 85.00	\$ 85.00	\$ 103.50	\$ 107.20	107.20
	<b>(Continued Next Page)</b>					

2019-279 Fire Department Dress Uniforms, Badges, Insignias & Name Plates

Item #	STILLMAN			DONNELLY'S		
	Year 1	Year 2		Year 1	Year 2	
5	<b>Uniform Tie</b>					
	Brand	Samuel Broome	Samuel Broome	Samuel Broome	Samuel Broome	Samuel Broome
	Style	4 in Hand Tied	4 in Hand Tied	90078-57	90078-57	90078-57
	Basic Design	\$ 8.00	\$ 8.00	\$ 4.20	\$ 4.20	\$ 4.40
6	<b>White Uniform Gloves</b>					
	Brand					
	Style	Perfect Fit	Perfect Fit	Samuel Broome	Samuel Broome	Samuel Broome
	Basic Design	\$ 3.75	\$ 3.75	\$ 3.10	\$ 3.10	\$ 3.30
7A	<b>Breast Badge S528 Gold w/Eagle &amp; Center Rank (Battalion Chief, Deputy Chief, Superintendent, Fire Marshall, Assistant Chief &amp; Chief)</b>					
	Brand					
	Style	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren
	Basic Design	\$ 51.50	\$ 51.50	\$ 55.80	\$ 55.80	\$ 57.80
7B	<b>Breast Badges S528 Silver w/Eagle &amp; Center Rank (Fire Lieutenant &amp; Captain)</b>					
	Brand					
	Style	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren
	Basic Design	\$ 45.00	\$ 45.00	\$ 46.20	\$ 46.20	\$ 47.90
7C	<b>Breast Badges S528 Silver w/Eagle (Rescue Lt. &amp; Captain - Full Color Center Seal, Star of Life)</b>					
	Brand					
	Style	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren
	Basic Design	\$ 45.00	\$ 45.00	\$ 50.00	\$ 50.00	\$ 51.80
<b>(Continued Next Page)</b>						

Item #	STILLMAN		DONNELLY'S	
	Year 1	Year 2	Year 1	Year 2
				(See Note 1)
7D	\$ 45.00	\$ 45.00	\$ 46.20	\$ 47.90
	Breast Badges S528 Silver w/Eagle & Center Rank (Assistant Fire Marshall, Inspector & Lineman)			
	Brand	Smith & Warran	Smith & Warren	Smith & Warren
	Style		S528	S528
7E	\$ 45.00	\$ 45.00	\$ 46.20	\$ 47.90
	Breast Badges S528 Silver w/Center, without Eagle (Firefighters)			
	Brand	Smith & Warren	Smith & Warren	Smith & Warren
	Style		S528	S528
8A	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.70
	Hat Badges Gold w/Center Rank (Battalion Chief, Deputy Chief, Fire Marshall, Assistant Chief & Chief)			
	Brand	Smith & Warren	Smith & Warren	Smith & Warren
	Style			
8B	\$ 17.00	\$ 17.00	\$ 16.20	\$ 16.80
	Hat Badges Silver w/Center Rank (Fire Captain & Fire Lieutenant)			
	Brand	Smith & Warren	Smith & Warren	Smith & Warren
	Style			
	(Continued Next Page)			

2019-279 Fire Department Dress Uniforms, Badges, Insignias & Name Plates

Item #		STILLMAN		DONNELLY'S	
		Year 1	Year 2	Year 1	Year 2
8C	Hat Badges Silver w/Center Rank (Rescue Captain & Lieutenant)	\$ 20.00	\$ 20.00	\$ 16.20	\$ 16.80
	Brand			Smith & Warren	Smith & Warren
	Style				
8D	Hat Badges Silver w/Center Rank (Assistant Fire Marshall, Lineman)	\$ 40.00	\$ 40.00	\$ 16.20	\$ 16.80
	Brand	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren
	Style	F145	F145		
8E	Hat Badges Silver w/Center (Firefighters)	\$ 40.00	\$ 40.00	\$ 16.20	\$ 16.80
	Brand	Smith & Warren	Smith & Warren	Smith & Warren	Smith & Warren
	Style	F145	F145		
9A	Collar Insignia Gold w/Center Rank (Battalion Chief, Deputy Chief, Fire Marshall, Assistant Chief & Chief)	\$ 6.95	\$ 6.95	\$ 12.40	\$ 12.90
	Brand	ELC	ELC	Smith & Warren	Smith & Warren
	Style				
9B	Collar Insignia Silver w/Eagle & Center Rank (Fire Captain & Fire Lieutenant)	\$ 6.95	\$ 6.95	\$ 10.00	\$ 10.40
	Brand	ELC	ELC	Smith & Warren	Smith & Warren
	Style				
	(Continued Next Page)				

2019-279 Fire Department Dress Uniforms, Badges, Insignias & Name Plates

Item #	STILLMAN		DONNELLY'S		
	Year 1	Year 2	Year 1	Year 2	
9C	Collar Insignia Silver (Rescue Captain & Rescue Lieutenant-Full Color Center, Star of Life)	\$ 6.95	\$ 6.95	\$ 13.10	\$ 13.60
	Brand	ELC	ELC	Smith & Warren	Smith & Warren
	Style				
9D	Collar Insignia Silver w/Eagle & Center Rank (Assistant Fire Marshall, Fire Inspector & Lineman)	\$ 17.95	\$ 17.95	\$ 10.00	\$ 10.40
	Brand	HookFast	HookFast	Smith & Warren	Smith & Warren
	Style	4651	4651		
9E	Collar Insignia Silver (Firefighters)	\$ 6.95	\$ 6.95	\$ 10.00	\$ 10.40
	Brand	Reeves	Reeves	Smith & Warren	Smith & Warren
	Style				
10A	Name Plates Black w/Gold Trim	\$ 13.95	\$ 13.95	\$ 12.00	\$ 12.50
	Brand	Reeves	Reeves	Navitor Custom	Navitor Custom
	Style				
10B	Name Plates Black w/Silver Trim	\$ 13.95	\$ 13.95	\$ 12.00	\$ 12.50
	Brand	Reeves	Reeves	Navitor Custom	Navitor Custom
	Style				
<b>NOTE</b>					
1	Item #1: add 10% price increase sizes 48-50. Add 20% price increase sizes 52-54. Add 30% price increase size 56.				
	Item #2: add 10% price increase sizes 48-50. Add 20% price increase sizes 52-54.				
	Item #5: Add \$ .25 for longer 60" tie, when needed.				



<b>Bid2019-279 Fire Department Dress Uniforms, Badges, Insignias &amp; Name Plates</b>						
<b>These were the vendors sent specifications for this bid.</b>						
<b>VENDOR</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>EMAIL</b>	
Andrea's Police Supply, Inc.	20 Bellows Rd.	Raynham	MA	02767	sales@andreaspolicesupply.com; krystalb@andreaspolicesupply.com; contracts@andreaspolicesupply.com	
Asia Trading d/b/a UniPro Int'l	390 Nye Ave.	Irvington	NJ	07111	tim@uniprouniforms.com	
ATD-American Co.	135 Greenwood Ave.	Wyncote	PA	19095	American@atd.com	
Barney's Uniform	922 Cranston St.	Cranston	RI	02920	barneysuniforms@gmail.com	
Body Armor Outlet	26 Ermer Rd.	Salem	NH	03079	ray@bodyarmoroutlet.com	
Central Equipment Co.	P.O. Box 781 34 Barstow St.	Mattapoisette	MA	02739	centralequipment@verizon.net	
CPR Savers & First Aid Supply	7904 E. Chaparral Rd., Ste. A 1101-242	Scottsdale	AZ	85250	phill@cpr-savers.com; darry@cpr-savers.com	
Don Hume Leathergoods, Inc.	500 26th St. NW	Miami	OK	74354	info@donhume.com	
Dulgarian Bros., Inc.	835 Westminster St.	Providence	RI	02903		
Edward Deutch Aka Leaders Uniforms	365 Broadway	Providence	RI	02909	leaderuniform@verizon.net	
Galls, Inc.	1340 Russell Cave Road	Lexington	KY	40509	Tribble-brian@galls.com; Wallace-keith@galls.com	
Ga-Rel Mfg. Co.	564 Manton Ave.	Providence	RI	02909	badges@garel.com	
GNA Enterprises	1101 Nightshade	Leander	TX	78641	annehall@umich.edu	
Gold Nugget d/b/a Argo Uniform Co.	101 N. Dixie Hwy.	Hallendale	FL	33009	sevans@argouniform.com	
Grogan - Marciano Sporting Goods	363 N. Main St./PO Box 371	Mansfield	MA	02048	grogansports@aol.com	
Image First Uniforms	400 Overpeck Ave.	Englewood	NJ	07631	Marlon.ortiz@atcuniforms.com	
Lawmen's & Shooters' Supply, Inc.	7750 9th Street SW	Vero Beach	FL	32968	wmiller@lawmens.net; cmazzoli@lawmens.net;	
Leader Uniforms	365 Broadway	Providence	RI	02909	bids@lawmens.net	
Mike and Wayne's, Inc.	163 Huttleston Ave.	Fairhaven	MA	02719	leaderuniform@verizon.net	
National Emblem & Badge Co.	1855 Peck Lane	Cheshire	CT	06410	sales@mikeandwaynes.com	
Professional Uniform Images d/b/a Berry Uniform	105 Blackstone St.	Pawtucket	RI	02860	Rcamp274@yahoo.com	
Red the Uniform Tailor, Inc.	475 Oberlin Ave. South	Lakewood	NJ	08701	Bruce klein@rtut.com	
RI Uniform	1395 Atwood Ave., Suite 109	Johnston	RI	02919	Riuniform@Cox.Net; Alan@Riuniform.Com	
Richard F. Sherburne, Inc.	349 S. Shelburne Rd.	Greenfield	MA	01302	mfo@rasherburne.com	
Stillman Uniforms	33 High St.	Westerly	RI	02891	stillmanu@verizon.net; Lethal5495@bellsouth.net;	
V.H. Blackington & Co., Inc.	221 John Deitsch Blvd.	Attleboro Falls	MA	02763	stillman@verizon.net	
Williamson Dickie Mfg. Co.	509 W. Vickery Blvd.	Ft. Worth	TX	76104	tlourneco@blackington.com	
Worcester County Police Equip.	405 Water St.	Fitchburg	MA	01420	praspino@dickies.com jawcpe@verizon.net	



Jason Umbenhauer  
Assistant Chief



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

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

May 2, 2019

Mrs. Patricia Peshka  
Purchasing Agent  
City of Warwick

Dear Mrs. Peshka,

The Fire Department has reviewed *Bid2019-279 Fire Department Dress Uniforms, Badges, Insignias, & Name Plates*. The Fire Department received 2 bids and after careful review, the Fire Department recommends the bid be awarded to the following vendor:

**Stillman Uniforms, Westerly RI**

Stillman Uniforms bid the lowest price on most items, and the Fire Department has used this company for many years with no issues. Although a few pieces of badge hardware were bid at a slightly lower price by another vendor, this does not amount to a significant cost savings and we do not recommend splitting badge hardware between vendors. This practice has proved to be a hinderance in the past.

This award will be for a period of two years from 7/1/2019 through 6/30/2021. The total award is for \$15,000.00, of which we estimate that \$10,000 will be used in FY20 and \$5,000 in FY21. The funds will come from budget code 35-260 - Uniforms. The current bid expired on 5/2/2019.

Sincerely,

Jason Umbenhauer  
Assistant Chief

Email: [Jason.Umbenhauer@warwickri.com](mailto:Jason.Umbenhauer@warwickri.com)

**Bid2019-283 BCI Weapons Storage Lockers**

- 1 Bid received

CODE: 364-0400 Federal Asset Forfeiture

MANNER OF AWARD: \$3,716.38  
1-Time Purchase

RECOMMEND: Secure It Tactical, Inc.

Secure It Tactical, Inc.  
6691 Commerce Blvd.  
Syracuse, NY 13211

Item #	Description	Bid
1	<b><u>Lockable Storage Lockers</u></b>	
	Make	Secure It Tactical SEC-300-24B
	Model	84:24 Rifle/24 Pistol
	Warranty	
	Cost per Locker	\$1,529.10
	Total Cost for 2 Lockers	\$3,058.20
2	<b><u>Installation</u></b>	No installation required
3	<b><u>Shipping Cost</u></b>	\$658.18
4	<b>Total Cost for 2 Lockers (Including Shipping)</b>	<b>\$3,716.38</b>

<b>Bid2019-283 BCI Weapons Storage Lockers</b>						
<b>The following vendors were sent specifications.</b>						
<b>VENDOR</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>EMAIL</b>	
All American Poly	40 Turner Pl.	Piscataway	NJ	08854	zeke@allampoly.com	
Aramco	PO Box 29	Thorofare	NJ	08086	Aglover@aramco.com	
Armor Holdings, Inc.	13386 International Pkwy.	Jacksonville	FL	32218	staylor@armorholdings.com	
Central Equipment Co	PO Box 781	Mattapoisett	MA	02739	centralequipment@verizon.net	
Central Poly Corp.	18 Donaldson Pl.	Linden,	NJ	07036	bids@centralpoly.com	
Crime Tech Inc.	10950 San Jose Blvd. Ste. 60-200	Jacksonville	FL	32223	Info@crimetech.net ; bsmith@crimetech.net	
Forensic Source	13386 Int'l Pkwy	Jacksonville	FL	32218	quotes@forensicsource.com	
Global Industrial Products	PO Box 905713	Charlotte	NC	28290	sales@globalindustrial.com ; gher@globalindustrial.com	
Grainger	3750 Brookside Pkwy. Ste. 260	Alpharetta	GA	30022	Michael.vega@grainger.com	
Grainger Supply	78 Jefferson Blvd	Warwick	RI	02888	Scott.kirby@grainger.com	
Horiba Instruments, Inc.	3880 Park Ave.	Edison	NJ	08820	Brian.schlenk@horiba.com	
Interior Solutions	4645 S. 45th St.	Phoenix	AZ	85040	rsmith@intersolutions.net	
Lynn Peavey Co.	PO Box 14100	Lenexa	KS	66285	dcobin@lynnpeavey.com	
NY Police Supply, Inc.	1460 Ridge Rd. East	Rochester	NY	14621	nyspres@frontiernet.net	
Rayson Healthcare, Inc. d/b/a Raysics	720 S. Dickerson St.	Burgaw	NC	28425	wwatts@wrayson.com	
Secure It Tactical Inc.	6691 Commerce Blvd.	Syracuse	NY	13211	sean@secureitactical.com	
Sirchie Acquisition Co., LLC	100 Hunter Pl.	Youngsville	NC	27596	kdenton@sirchie.com ; wbunting@sirchie.com ; kwright@sirchie.com ; sales@sirchie.com ; gfodell@sirchie.com ; danoneil@sirchie.com	
Sirchie Finger Print Laboratories	612 Gravelly Hollow Rd.	Medford	NJ	08055	sirchievehicles@comcast.net	
Steel Sentry	33 Cypress Blvd., Ste. 900	Round Rock	TX	78665	mmartinez@steelsentry.com	
Tri-Tech Forensics, Inc.	4019 Executive Park Blvd. SE	Southport	NC	28461	tritech@tritechusa.com ; cspec@tritechusa.com	
ULINE	2200 S. Lakeside Dr.	Waukegan	IL	60085	Customer.service@uline.com	

CITY OF WARWICK

Colonel Rick J. Rathbun  
Chief of Police

Joseph J. Solomon  
Mayor



050719

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

May 6, 2019

Ms. Patricia Peshka, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Request to Purchase BCI Weapons Storage Lockers  
Bid #2019-283  
Funding Source: Federal Asset Forfeiture, 364-0400

Dear Ms. Peshka:

The Police Department recently went out to bid for two (2) weapon storage lockers for the BCI evidence storage room. Once installed, the new storage lockers will enable BCI personnel to store the large amount of weapons that this agency takes in on a regular basis. Furthermore, the weapons will be stored safely and securely per CALEA specifications.

The Police Department has received only one bid response on Bid # 2019-283, Police BCI Storage Lockers. The bid received was from the following company:

Secure It Tactical, Inc., 6691 Commerce Blvd., Syracuse, NY 13211 for **\$3,716.38**

We recommend award of this bid to Secure It Tactical, Inc. If approved, this purchase will be paid for from Federal Asset Forfeiture, Budget Code #364-0400.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Lori Michailides'.

Lori Michailides  
Major  
Administrative Bureau Commander

A handwritten signature in cursive script that reads 'Rick J. Rathbun'.

Rick J. Rathbun  
Colonel  
Chief of Police

**Bid2019-2854 Sale of Surplus & Obsolete Equipment-Scrap Metal**

- 6 bids submitted

***REVENUE***

CODE: 100-03678 Sale of City Property

MANNER OF AWARD: \$21,038.46  
1-Time Purchase

RECOMMEND: Full Circle Recycling, A & J Salvage,  
Hall's Garage, American Used Auto Parts (see below)

Full Circle Recycling:	Items 1-9, 13, 16, 20, 22, 25, 26	(\$13,684.46)
A & J Salvage:	Items 11, 12, 14, 15, 17, 18, 24, 27	(\$ 5,970.00)
Hall's Garage:	Items 19, 21	(\$ 834.00)
American Used Auto Parts:	Items 10, 23	(\$ 550.00)

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Full Circle Recycling	23 Green Hill Rd.	Johnston, RI 02919
A & J Salvage	51A Hartford Pike	Foster, RI 02852
Hall's Garage, Inc.	56 Plainfield Pike	N. Scituate, RI 02857
American Used Auto Parts, Inc.	Nine Envelope Ter.	Worcester, MA 01604
Frank Aquino	27 Village Circle	Warwick, RI 02888
Corkery Tractor Trailer	868 Turnpike St.	Canton, MA 02021

**Pricing as Follows**

**Continued next page**

ITEM #	YEAR	MAKE	MODEL	FULL CIRCLE	A & J	HALL'S	AMERICAN	AQUINO	CORKERY
1	1997	FORD	F-350	\$ 322.22	\$ 205.00	\$177.00	\$ 150.00	\$ 151.10	
2	2009	FORD	CV	\$ 300.04	\$ 205.00	\$ 77.00	\$ 200.00	\$ 91.10	
3	2000	AMERICAN LAFRANCE	PUMPER	\$ 2,112.22	\$1,250.00	\$577.00	\$ 600.00		\$ 105.00
4	2000	AMERICAN LAFRANCE	PUMPER	\$ 2,012.22	\$1,250.00	\$577.00	\$ 600.00		\$ 105.00
5	1999	AMERICAN LAFRANCE	PUMPER	\$ 1,800.30	\$ 550.00	\$577.00	\$ 500.00		
6	2005	FORD	TAURUS	\$ 250.01	\$ 205.00	\$177.00	\$ 100.00	\$ 131.10	
7	2008	FORD	CV	\$ 300.01	\$ 205.00	\$177.00	\$ 200.00	\$ 125.10	
8	2002	FORD	EXPLORER	\$ 266.61	\$ 205.00	\$177.00	\$ 200.00	\$ 140.10	
9	1988	MAXIM	FIRE PUMPER	\$ 2,004.30	\$1,205.00	\$577.00	\$ 600.00		\$ 105.00
10	1999	FORD	F-350	\$ 201.00	\$ 205.00	\$177.00	\$ 250.00		
11	1981	FORD	F-700	\$ 600.01	\$ 605.00	\$377.00	\$ 300.00		
12	1997	FORD	F-700	\$ 505.25	\$ 605.00	\$577.00	\$ 300.00		
13	1990		L-8000	\$ 622.22	\$ 605.00	\$377.00	\$ 400.00		
14			RETIRED JET TRUCK BODY	\$ 204.30	\$ 305.00	\$ 77.00	\$ 100.00		
15		MCNEILUS	RETIRED REAR LOADER BODY	\$ 245.00	\$ 255.00	\$177.00	\$ 200.00		
16	1993	JCB	BACKHOE	\$ 600.59	\$ 305.00	\$277.00	\$ 300.00		
17	1993	JCB	BACKHOE	\$ 601.59	\$2,500.00	\$377.00	\$ 500.00		\$ 1,389.00
18	1992	BOMBARDIER	WITH ATTACHMENTS	\$ 232.22	\$ 750.00	\$277.00	\$ 200.00		\$ 589.00
continued next page									

2019-285 Sale of Surplus & Obsolete Equipment-Scrap Metal

ITEM #	YEAR	MAKE	MODEL	FULL CIRCLE	A & J	HALL'S	AMERICAN	AQUINO	CORKERY
19	1978	WILDCAT	GROOMER	\$ 250.00	\$ 750.00	\$777.00	\$ 200.00		\$ 225.00
20	2006	STERLING	CONDOR	\$ 1,975.10	\$1,050.00	\$577.00	\$ 600.00		
21		2 PALLETS OLD STOCK	AUTOMOTIVE PARTS (TO BE SOLD)	\$ 10.00		\$ 57.00	\$ 50.00		
22	2001	GMC	ASTRO VAN	\$ 275.25	\$ 200.00	\$177.00	\$ 200.00	\$ 140.10	
23	1997	CHEVROLET	3500	\$ 100.00	\$ 300.00	\$277.00	\$ 300.00	\$ 155.10	
24	1993	ELGIN	SWEEPER	\$ 515.55	\$ 600.00	\$ 77.00	\$ 50.00		
25	1996	FORD	F-250	\$ 322.22	\$ 200.00	\$277.00	\$ 250.00	\$ 151.10	
26	1999	FORD	F-350	\$ 521.15	\$ 200.00	\$277.00	\$ 300.00	\$ 151.10	
27	1978	BOMBARDIER	BM5	\$ 175.00	\$ 350.00	\$277.00	\$ 200.00		\$ 289.00
28	2003	Nissan	Maxima	\$ 255.55	\$ 200.00	\$ 77.00	\$ 150.00	\$ 125.10	
29	2003	Nissan	Altima	\$ 245.55	\$ 200.00	\$ 77.00	\$ 150.00	\$ 151.10	



Bid2019-285 Sale of Surplus & Obsolete Equipment						
The following vendors were sent specifications.						
VENDOR	ADDRESS	CITY	STATE	ZIP	EMAIL	
A & A Auto Parts	381 Huntington Ave.	Providence	RI	02909	aaautoparts@aol.com	
A & J Salvage	51A Hartford Pike	Foster	RI	02825	junkcars@cox.net	
A. Salvatore & Son Construction	PO Box 188	Foster	RI	02825	sbonn1@cox.net	
Action Auto Parts	795 N. Main St.	Providence	RI	02904	Fredp@actionautoparts.com;info@a	
Alex Whittington	775 Crandall Rd., Apt. 1	Tiverton	RI	02878	ctionautoparts.com	
Aluminum & Copper Recycling	68 Salem St	Providence	RI	02907	Jmagnone97@yahoo.com	
American Surplus, Inc	One Noyes Ave.	E. Providence	RI	02916	stusino@americansurplus.com	
Angelo Padula & Son Auto	Pole 2 Canna St.	W. Warwick	RI	02893	angelopadulajr@yahoo.com	
Arthur Fera	355 Hardig Rd. Sparrow Pt. 3 Apt. A108	Warwick	RI	02886	afera02@aol.com	
Berger & Co Recycling	126 Front St	Pawtucket	RI	02860	support@bergerrecycling.com	
Bernard Lambert	116 Sweet Ave.	Woonsocket	RI	02895	info@razeemotorcycle.com	
Bill's/Pick-N-Pull Cumberland	70 Macondray St.	Cumberland	RI	02864	spastor@picknpull.com	
Bomberos Voluntarios	82 Maple Ave	Johnston	RI	02919		
Brian Labao	9 Jewett Ave.	Bristol	RI	02809	bryan1090@msn.com	
Bristol Auto Salvage	48 Broad Common Rd.	Bristol	RI	02909		
C & B Scrap, LLC	955 Iron Mill Mine Rd.	N. Smithfield	RI	02896		
Camerota Truck Parts	PO Box 1134	Enfield	CT	06083	kcamerota@camerota.com	
Capital City Salvage Johnston, Inc.	77 Armento St.	Johnston	RI	02919		
Central Auto Auction	185 Welton St.	Hamden	CT	06517	peter@centralaa.com	
Christopher Aquino	1757 Elmwood Ave.	Warwick	RI	02888		
Christopher Mays	720 Perry Hill Rd.	Coventry	RI	02816	satatek@aol.com	
Cove Metal Co.	144 Medway St.	Providence	RI	02906		
Dacia Broccoli	27 Whitehall Dr.	Warwick	RI	02886	Daciamarie17@gmail.com	
DiGregorio Corp.	23 Business Park Dr.	Smithfield	RI	02917	ascothon@digregoriocorp.com	
Exeter Scrap Metal, Inc.	405 Nooseneck Hill Rd.	Exeter	RI	02882	cindy@exeterscrap.com;metal@exeterscrap.com	

Surplus Vehicles & Equipment.xlsx

Exter Enterprise, Inc.	54 Bucknam Rd.	Wood River Junction	RI	02894	
F & G Salvage, Inc.	530 Nooseneck Hill Rd.	Exeter	RI	02822	info@fgsal.necoxmail.com
Field Tech, Ltd	552 W. Shore Rd.	Warwick	RI	02889	mikeengmgr@aol.com
Frank Aquino	27 Village Circle	Warwick	RI	02888	
Full Circle Recycling	PO Box 811	N. Scituate	RI	02857	info@fullcircleri.com;lou@fullcircle.ri.com;maria@fullcircleri.com;george@fullcircleri.com
General Auto Recycling, Inc.	384 King Rd.	Tiverton	RI	02878	nicka@genauto.net
George Mulligan	Three Sheffield St.	Warwick	RI	02889	cmturtle@cox.net
GLS Auto Sales	20 Angel Rd.	Chepachet	RI	02814	Tcash65@yahoo.com
Grace Quality Cars	945 Lincoln Hwy.	Morrisville	PA	19067	Policecars2000@hotmail.com
Greenwood Volunteer Fire Co	45 Kernick St	Warwick	RI	02886	
Hall's Garage	56 Plainfield Pike	N. Scituate	RI	02857	hallsgarage@cox.net
Harry Aharonian	940 Quaker Lane/Apt 3109	Warwick	RI	02818	haharonian@cox.net
Hemi Enterprises, Inc	21 Washington St.	Attleboro	MA	02703	tankptr@aol.com
Hendricken High School	2615 Warwick Ave	Warwick	RI	02889	jjackson@hendricken.com;jan@hendricken.com
I. Broomfield & Son, Inc.	14 Lehigh St.	Providence	RI	02905	
J & D Auto Salvage, Inc.	Four Bridal Ave.	W. Warwick	RI	02893	janddautori@aol.com
Jack's Salvage & Auto Parts, Inc.	625 Metacom Ave.	Bristol	RI	02809	jacksshipping@gmail.com
James Channell	115 Lyndee Ave.	Warwick	RI	02889	acojamie@gmail.com
Jay Ficazzola	28 Highpoint Dr	E. Greenwich	RI	02818	jaybilt@gmail.com
Junkthatauto	27 Lawrence Dr.	E. Providence	RI	02914	paul@junkthatauto.com
K & R Auto Salvage, Inc.	950 Smithfield Rd.	N. Providence	RI	02904	parts@kandirparts.com
Little Rhody Machine Repair, Inc	Seven Alice St	Coventry	RI	02816	cweikman@lrmmr.com
Martin & Son Auto Salvage, Inc.	129 Oak St.	Westerly	RI	02891	
Masterson Enterprises, Inc	6101 Post Rd. Lot 25	N. Kingstown	RI	02852	mdaguair@midcityscrap.com
Matthew Gavlick	940 Quaker Lane Apt. 2810	E. Greenwich	RI	02818	
Metal Services LLC	199 Branch Ave	Providence	RI	02904	
Mid City Iron & Salvage	548 State Rd	Westport	MA	02790	mgitin@midcitysteel.com;bstsauveur@midcityscrap.com;jfonseca@midcityscrap.com
N. Providence Auto Salvage, Inc.	940 Smithfield Rd.	N. Providence	RI	02904	parts@northprovidenceautosalvage.com
N. Providence Tire & Auto Center	1968 Mineral Spring Ave.	N. Providence	RI	02904	

N. Smithfield Auto Recycling	1859 Pound Hill Rd.	N. Smithfield	RI	02896	
Ocean State Metals	80 Delaine St	Providence	RI	02909	michael@oceanstatemetals.com
P & P Recovery	3127 Post Rd.	Warwick	RI	02886	
Pare Corp.	10 Lincoln Rd., Ste. 210	Foxboro	MA	02035	mbellisle@parecorp.com
Pitcher's Garage, Inc.	2210 Post Rd.	Perryville	RI	02879	pitchersgarage1@aol.com
Prime Marina	Three Division St.	E. Greenwich	RI	02818	jfortin@primemarina.com
Raymond J. Medeiros	70 Long Hwy.	Little Compton	RI	02837	
Razee Motorcycle Center	730 Tower Hill Rd.	N. Kingstown	RI	02852	Phaze650@hotmail.com
RI Auto Recycling, Inc.	1134 S. Main St.	Pascoag	RI	02859	
RI Automotive Specialists Sales &	13 Delaine St.	Providence	RI	02909	info@tocautosalon.com
RI Builders Automotive Supply Co	1650 Flat River Rd.	Coventry	RI	02816	
RI Coastal Resources Mgt.	4808 Tower Hill Rd.	Wakefield	RI	02879	
RI Recycled Metals	434 Allens Ave	Providence	RI	02905	
Ron Dagostinos	PO Box 9617	Warwick	RI	02889	Ddagost802@aol.com
Sanford & Son, Ltd.	104 Cynthia Ave.	Tiverton	RI	02878	
Schnitzer Northeast	89 Celia St.	Johnston	RI	02919	agildein@schn.com
Seekonk Speedway	1710 Fall River Ave.	Seekonk	MA	02771	anthony@seekonkspeedway.com
Shawn Connors	63 Carlton Pl.	W. Warwick	RI	02893	cjtrucking92@gmail.com
Sims Metal Management	242 Allens Ave.	Providence	RI	02904	
St. Kevins Church	333 Sandy Lane	Warwick	RI	02889	Frmarciano@aol.com
Star Oil	100 Hay St.	W. Warwick	RI	02893	artak24@hotmail.com
Steven Asprinio	3238 W. Shore Rd.	Warwick	RI	02886	sasprinio@aol.com
Susan E. Steiner	76 Longfellow Dr.	Warwick	RI	02818	
Techworld Solutions, LLC	119 Wildwood Rd.	Stamford	CT	06903	gene@techworldsolutions.com
The Steel Yard	27 Sims Ave.	Providence	RI	02909	jenny@thesteelyard.org
Winstead's Marina LLC	472-478 Tiffany Ave.	Warwick	RI	02889	Jwbutler51@aol.com
Woonsocket Auto Salvage, LLC	Five Madison Ave.	Woonsocket	RI	02895	parts@woonsocketauto.com
Wright's Auto Parts	37 Mill Rd.	Foster	RI	02895	



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02889  
TEL. 401-738-2003  
FAX 401-732-5208

JOSEPH J. SOLOMON  
MAYOR  
  
MATHEW J. SOLITRO  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: Mathew Solitro, Director of Public Works *MS*

Date: May 3, 2019

Re: Bid2019-285A Sale of City-Owned Vehicles & Equipment

We have reviewed the six bids submitted and recommend award to the *highest* bidders as follows:

Item No. 11, 12, 14, 15, 17, 18, 24, 27 – A & J Salvage in the amount of \$5,970

Item Nos. 19 & 21– Hall's Garage in the amount of \$834

Item Nos. 1-9, 13, 16, 20, 22, 25, 26 – Full Circle Recycling in the amount of \$13,684.46

Item Nos. 10 & 23 – American Used Auto Parts, Inc. in the amount of \$550.

Please note, one of the bidders, Corkery Tractor Trailer, withdrew their bid. The total revenue generated for the above award is \$21,038.46. This is a one-time sale of surplus equipment.

**Bid2019-298 Precast Items for Manholes & Catch Basins**

- 1 bid received

CODE: 63-232 Highway/Drainage Blocks

MANNER OF AWARD: \$10,800.00  
June 18, 2019 – June 17, 2020

RECOMMEND: Old Castle-Anchor Concrete

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Old Castle-Anchor Concrete  
30 Budlong Rd.  
Cranston, RI 02920

**Pricing as Follows**

**Continued next page**

**Bid2019-298 Precast Items for Manholes & Catch Basins**

Item #	Description	Unit Price	Picked Up	Delivered (see note)
1	1 X 4 X 8 solid block	each	1.22	
2	1 X 8 X 16 solid block	each	1.22	
3	6 X 8 X 16 solid block	each	2.11	
4	8 X 8 X 16 solid block	each	3.30	
5	8 X 6 X 14 + solid barrel block	each	2.19	
6	Batter Blocks #1	each	3.15	
7	Batter Blocks #2	each	3.15	
8	Batter Blocks #3	each	3.15	
9	Ring Row Blocks Square	each set	3.54 (8/set)	
10	Ring Row Blocks Round	each set	3.54 (9/set)	
11	6 X 8 X 16 Hollow Block	each	1.25	
12	8 X 8 X 16 Hollow Block	each	1.44	
13	8 X 8 X 8 Hollow Half Block	each	1.28	
14	12 X 8 X 16 Hollow Block	each	2.51	
15	6 X 8 X 8 Hollow Block	each	1.08	
16	12 X 8 X 8 Hollow Block	each	1.93	
17	D Ring of Blocks 8 pieces	each	3.54	
18	Bottom Plates 4" Thick 10 pieces	each set	4.10	
19	Bricks (Redclay) ASTM C-216 Grade SW, Typed FBS Normal Size 8" long X 4" thick X 2 1/4' High	each	.69	
20	2 X 8 16" Solid	each	1.09	
21	8 X 4 16" Half High	each	1.32	
22	12 X 4 16" Half High	each	1.93	
23	4 X 8 X 8" Half High	each	.94	
24	Common Brick K/F Antique Red	each	.68	
25	Landscape Cobblestones	each	2.32	
26	Regulation Cobblestones	each	3.15	
27	Jumbo Cobblestones	each	4.18	
28	Lime	each	8.96	
29	Cement	each	13.00	
30	Mortar Mix	each	10.75	
31	Reinforcing Ladder Wire Price Per Foot 4"	each	.33	
32	Reinforcing Ladder Wire Price Per Foot 6"	each	.33	
33	Reinforcing Ladder Wire Price Per Foot 8"	each	.37	
34	Reinforcing Ladder Wire Price Per Foot 12"	each	.40	
35	Sakrete	Bag	5.88 (80 lb.)	
36	% Off List Items, Not Listed	%		

**NOTE:** Delivered. Items 1-36. Full truck loads only. Delivery charge \$340.00/load.

Bid2019-298 Precast Items for Manholes & Catch Basins						
These were the vendors sent specifications for this bid.						
VENDOR	ADDRESS	CITY	STATE	ZIP	EMAIL	
Anchor, an Oldcastle Co.	30 Budlong Road	Cranston	RJ	02920	John.machunis@oldcastle.com; kevin.smith@oldcastle.com	
Concrete Systems, Inc.	Nine Commercial St.	Hudson	NH	03051	tgarcia@csigroup.com	
Coreslab Structures Inc.	1023 Waterbury Rd. PO Box 279	Thomaston	CT	06787	rconrad@coreslab.com; rdelvento@coreslab.com	
E.J. Prescott	38 Albion Rd.	Lincoln	RJ	02865	Jason.normandin@ejprescott.com; Jack.blade@ejprescott.com	
East Coast Precast & Rigging	1515 Elmwood Ave.	Cranston	RJ	02910		
Fernades Precast Company	356 George Washington Hwy.	Smithfield	RJ	02917	info@fernandesprecast.com	
Masters Masonry Inc.	15 Webb St.	Cranston	RI	02920		
Preferred Precast Inc.	2 Titus St.	Cumberland	RI	02864	preferredprecast@gmail.com	
Scituate Concrete Pipe	One Buckeye Lane/PO Box 870	Scituate	MA	02066	richardhoffman@scituatecompanies.com	
Scituate Ray Precast	PO Box 636	Marshfield	MA	02050	cbonney@scituatecompanies.com	

050219



CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02889  
TEL. 401-738-2003  
FAX 401-732-5208

JOSEPH J. SOLOMON  
MAYOR

MATHEW J. SOLITRO  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: Mathew Solitro, Director of Public Works *MS*

Date: May 2, 2019

Re: Bid2019-298 Precast Items for Manholes & Catch Basins

This department has reviewed the only bid received on the above and recommends award to Old Castle/Anchor Concrete for the purchase of components to build and repair structures. Please note this bid was advertised twice and the first advertisement closed with no responses.

This department reached out to the list of vendors to ensure the specifications were received. Three vendors do not provide the bid materials, two vendors sell only heavy duty precast items, one vendor provides only precast pipe, and one did not respond. As well, one vendor carries very minimal items on this bid and stated they one stock concrete, sewer brick and mortar. We did not have the most current e-mail for the final vendor that ultimately submitted the sole response.

The recommended cap is \$10,800.00 for the contract period. The current contract expires June 17, 2019. The new contract period will be June 18, 2019 to June 17, 2020.



**Bid2020-027 BCI Crime Scene Supplies**

- 1 bid submitted

**FY20**

CODE: 30-208 Police/Film & Photo Supplies

MANNER OF AWARD: \$4,000.00  
July 1, 2019 – June 30, 2020

RECOMMEND: Sirchie Acquisition Company, LLC

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

**Pricing as Follows**

**Continued next page**

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
A.	Latent Fingerprint Development				
#1	Chemical Friction Ridge Development				
a.	DFO Pump Spray 100 ml	4	DFS300	100 ml	\$23.76
b.	Silk Black "Hi-Fi" Volcano Latent Powder 128 oz	4	BPP09128	128 oz	\$70.29
c.	Dual Purpose Black "Hi Fi" Powder 16 oz	2	BPP00116	16 oz	\$18.31
d.	Coin Box / Galvanic "Hi Fi" Powder 2 oz	2	CBG203L	2 oz	\$3.50
e.	Coin Box / Galvanic "Hi Fi" Powder 16 oz	2	BPP20316	16 oz	\$18.00
f.	Midnight Black Magnetic Powder	4	BPM115L	16 oz	\$16.33
g.	Silver / Gray Magnetic Powder	2	BPMSBM10	16 oz	\$16.33
h.	Magnuclei Powder 16 oz	2	MAG10016	16 oz	\$19.45
i.	Omega Print Cyanoacrylate Fuming Compound 16 oz	8	CNA103	16 oz	\$30.69
j.	Cyanoacrylate Fume Tray 25 each	10	CNA106C	25 Pk	\$6.18
k.	Cyanoacrylate Packets 5 each	10	CNA2000	5 Pk	\$9.50
l.	Fuming Hot Plate 110 volt AC	2	FHP100	EA	\$14.85
m.	Rhodamine 6G 25 grams	2	LV505	25 gram	\$4.45
n.	Basic Yellow (Spray or not) - Premixed 500 ml	4	LVS500	500 ml	\$11.63
o.	Ardrox Dye (Spray bottle or not) 500 ml or larger	4	LVS700	846 ml	\$16.58
p.	Adhesive-Side Developers - Dark 7 oz or larger	4	ASD7D	7 oz	\$18.80
q.	Adhesive-Side Developers - Light 7 oz or larger	4	ASD7L	7 oz	\$19.80
r.	Fumette Disposable Iodine Fume Gun 6 each	10	DF2016	6 pack	\$18.75
s.	Ninhydrin Spray Aerosol 16 oz	6	201C	16 oz	\$11.83
t.	Ninhydrin Spray with Acetone 16 oz	6	201ACE	16 oz	\$11.83
u.	Sirchie Speical Formula Ninhydrin 8 oz	6	NSI609	8 oz	\$21.00
v.	Sirchie Ninhydrinht Pump Spray 8 oz	6	NHT609	8 oz	\$31.63
w.	Ninhydrin Fixative 8 oz	6	NFS200	8 oz	\$8.15
x.	Crystal Violet 100 grams	2	LV5021	100 gram	\$18.55
y.	Ninhydrin Crystals 100 grams	2	NRP02B	100 gram	\$49.50
z.	RAM DYE STAIN 500 ml	4	LVS650	500 ml	\$14.85
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
aa.	RAY DYE STAIN 500 ml	4	LVS660	500 ml	\$11.83
bb.	Small Particle Reagent - Dark	4	SPR100	3-500 ml	\$19.00
cc.	Small Particle Reagent - White	4	SPR200	3-500 ml	\$19.00
dd.	Small Particle Reagent - UV	4	SPR400UV	3-500 ml	\$19.00
ee.	Iodine Crystals (Bulk or Ampoules - specify)	2	A211C	6 EA-Ampoules	\$17.07
ff.	Silver Nitrate Search Spray 8 oz	4	205C	8 oz	\$18.05
gg.	Silver Nitrate Search Spray 8 oz	4	205C	8 oz	\$18.05
hh.	Sudan Black 30 gr.	2	LV504	30 gram	\$18.05
ii.	Physical Developer Set 1 liter	4	LPD100	1 Liter	\$44.55
<b>#2</b>	<b>Cyanowand / CA Fume Wand Kit and Refill</b>				
a.	Search Cyanowand Kit (not brand specific)	4	CW100	Kit	\$98.25
b.	Cyanowand Cartridges Standard 10 each	10	CW200	10 EA	\$23.76
c.	Cyanowand Cartridges Mega 10 each	10	CW300	10 EA	\$29.20
d.	Cyanowand Cartridges Hulk 4 each	10	CW4001	1 EA	\$8.85
e.	Cyanowand Butane Fuel 1.3 oz	10	SCW103	1.3 oz	\$2.92
f.	Dyanowand Butane Fuel 5.8 oz	10	SCW1035	5.8 oz	\$4.06
<b>#3</b>	<b>Brushes / Applicators</b>				
a.	Fiberglass 2 1/4" Filiment Cluster Brush w/ 4 1/4" Plastic Handle	15	122L	EA	\$4.20
b.	Marabou Feather Duster 4 1/4" Feathers	5	123LB	EA	\$5.69
c.	Camel Regular Powder Brush	5	118L	EA	\$2.12
d.	Squirres Hair Brush	5	120LS	EA	\$12.37
e.	Camel Long Handle Brush	5	LHB02	EA	\$9.55
f.	Megawand Magnetic Powder Applicator	5	125MD	EA	\$13.61
g.	Standard Aluminum Magnet Powder Applicator	15	125LM	EA	\$9.10
h.	Melamine Basting Spoon	4	7780LTZ0026	EA	\$3.45
i.	Spatula (7")	2	KCP155	EA	\$3.41
j.	DNA Free Fiberglass Fingerprint Brush	10	DNA122L	EA	\$3.80
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#4</b>	<b>Lift Tape / Devices</b>				
a.	1 1/2" Lift Tape roll	30	144L	EA	\$3.06
b.	2" Lift Tape roll	30	144L2	EA	\$3.75
c.	3" Lift Tape roll	30	144L3	EA	\$4.80
d.	4" Lift Tape roll	30	144L4	EA	\$6.33
e.	1 1/2" x 2" Hinge Lifters White 24 each	10	130LW	24 Pk	\$3.11
f.	1 1/2" x 2" Hinge Lifters Black 24 each	10	130LB	24 Pk	\$3.11
g.	2" x 2" Hinge Lifters White 24 each	10	134LW	24 Pk	\$3.11
h.	2" x 2" Hinge Lifters Black 24 each	10	134LB	24 Pk	\$3.11
i.	2" x 4" Hinge Lifters White 24 each	10	131LW	12 Pk	\$3.11
j.	2" x 4" Hinge Lifters Black 24 each	10	131LB	12 Pk	\$3.11
k.	4" x 4" Hinge Lifters White 24 each	10	131LW4	12 Pk	\$3.41
l.	4" x 4" Hinge Lifters Black 24 each	10	131LB4	12 Pk	\$3.41
m.	Hinge Lifter Labels 100 each	10	TLT20C	100 Ea	\$2.62
n.	Rubber/GEL Footprint Lifters (1-white/1-black)	4	647C100	2 Ea	\$10.89
o.	Black Rubber/GEL Palm/Cluster Lifters 7 inch x 9 inch (6 each)	4	125LB	6 Ea	\$23.75
p.	White Rubber/GEL Palm/Cluster Lifters 7 inch x 9 inch (6 each)	4	125LW	6 Ea	\$23.75
<b>#5</b>	<b>Latent Print Backing/Lift Cards</b>				
a.	White Glossy 3 X 5" cards - preprinted data on back	30 pks	LPW100	100 Ea	\$4.40
b.	Black Glossy 3 X 5" cards - preprinted data on back	30 pks	LPB100	100 Ea	\$7.65
c.	White Glossy 5.5 x 8.5" cards - preprinted data on back	30 pks	LPW1505	100 Ea	\$13.00
d.	Black Glossy 5.5 x 8.5" cards - preprinted data on back	30 pks	LPB1505	100 Ea	\$18.56
<b>B.</b>	<b>Fingerprint Recording</b>				
<b>#1</b>	<b>Reversible Ridge Counter each</b>	<b>8</b>	<b>RC221</b>	<b>EA</b>	<b>\$4.80</b>
	<b>continued next page</b>				

Item	Item Description	Est. Qty.	Model #	Unit Qty.	Unit Cost
#2	Fingerprint Recording Ink				
a.	Ceramic Fingerprint Pad 2" 6 each	3	EZID200	EA	\$8.06
b.	Ceramic Fingerprint Pad 2 7/8 x 5 1/2 x 1 1 each	5	EZID300	EA	\$24.50
c.	Porelon Fingerprint Pad 6.25 x 3 x .5 1 each	5	FPT265	EA	\$13.11
d.	Porelon Ink Roller	1	PIP100	EA	\$31.63
e.	Horizontal Ink Roller	1	PIP100H	EA	\$31.63
f.	Auto Palm Roller Assembly	1	AP300PIP	EA	\$17.37
g.	Finger Print Ink 4 oz	2	231T	4 oz	\$4.10
h.	Lanberry's Ridge Builder Pads Jar of 100	2	LRB20T	100 Ea	\$14.10
i.	Bureau Fingerprint Cabinet w/o Lock 51 5/8" H x 21 1/4" W x 28 5/8" D	1	discontinued	EA	
j.	5 - Drawer Double Compartment, Heavy Steel, Color Tan				
k.	8"x8" Henry classification dividers for fingerprint cabinet	1 set	discontinued		
l.	Search-O-Line Ink Cleaner - 128 fl oz	2	FPT253	128 oz	\$15.19
m.	Waterless Ink Cleaner/Pumice - 1 Gallon	5	FPT248GP	1 Gal	\$20.75
	Major Case Ink Cards	2 pkgs	FC332	50 sets	\$14.80
#3	Post Mortem Print Recording				
a.	Post Mortem Roller	1	PM283PIP	EA	\$21.48
b.	Post Mortem Strip Holder	1	PMNS60	EA	\$8.46
c.	Post Mortem Adhesive Backed Left	2	FC543L	100 Ea	\$8.46
d.	Post Mortem Adhesive Backed Right	2	FC543R	100 Ea	\$8.46
e.	Post Mortem Flat Ink Tool	1	PM283PIP	EA	\$14.90
f.	Post Mortem Finger Straighteners 3 pack	1	PMFS500	3 Pk	\$18.76
g.	Sirchie Post Mortem Cadaver Kit Combo	1	CTK100	Kit	\$98.75
h.	Sirchie Post Mortem Kit Consumable Refill Pack	1	CTK100R	Pk	\$30.44
	continued next page				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
C.	Alternate Light Sources				
#1	Mega Maxx ALS System 3 - Watt	1	MMX 300	Kit	\$845.00
#2	Barrier Filters for BlueMaxx				
a.	Mag-lite Rechargeable 4-2"x 7.7"	1	BM500S	EA	\$15.75
b.	Mag-lite Rechargeable 10.5" x 6.5"	1	BOV588	EA	\$7.50
c.	Barrier Filter Goggles	Set	BMS300	EA	\$9.85
#3	UV Long Wave Forensic Light				
a.	UV 9-watt Longwave Forensic Light, 365 nm , 110 volt AC	2	UVP900	EA	\$96.70
b.	9- Watt Replacement bulb, 365 nm	1	11954	EA	\$44.55
#4	UV Short Wave Forensic Light				
a.	UV Shortwave Forensic Light w/ tripod mount, 6-Watt 254 nm, 110 volt/220 volt AC	2	UVP600ST	EA	\$222.75
b.	Replacement Bulb 6-Watt Shortwave, 254 nm	1	SW969B	EA	\$12.82
c.	UV Protective Face Shield with Shroud	2	798GVH	EA	\$91.57
d.	Bluemaxx Barrier Filter Glasses with Side Shield	2	BMS300	EA	\$9.85
D.	Kit Storage Boxes				
#1	Plastic Copolymer Box - 14.375" x 8" x 7"	6	KCP1400	EA	\$19.05
#2	Plastic Copolymer Box - 12 11/16" x 8 15/16" x 4 3/4"	6	KCP1002	EA	\$25.95
	continued next page				

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<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>E.</b>	<b>Evidence Collection</b>				
<b>#1</b>	<b>Barrier Tape / Flags</b>				
a.	"Crime Scene Do Not Cross" 3" wide x 1000' Long - Boxed	25	BT100	EA	\$9.05
b.	"Police Line Do Not Cross" 3" wide x 1000' Long - Boxed	50	BT200	EA	\$9.05
c.	Evidence Marking Flags, Yellow - "Evidence Do not Touch"	2 sets	EVFY100	100 Ea	\$10.89
d.	Crime Scene Stepping Pads (set of 10)	1	CSSP100K	Set - 10	\$405.90
e.	Professional Crime Scene Sketch Kit	1	SK3000	Kit	\$267.30
f.	Master Crime Scene Sketch Kit	1	SK1000	Kit	\$118.75
<b>#2</b>	<b>Crime Scene Sketch Templates</b>				
a.	Latent Print	2	LPET1	EA	\$6.88
b.	Interior Office	2	710	EA	\$6.18
c.	Interior Store	2	712	EA	\$6.18
d.	Interior House	2	714	EA	\$6.18
e.	Traffic	2	TT1	EA	\$5.20
f.	Crime Scene	2	CST1	EA	\$5.20
g.	Lavatory	2	1190I	EA	\$6.19
h.	Human Figure Template	2	HFT1	EA	\$17.07
<b>#3</b>	<b>Impulse Evidence Bag Sealers</b>				
a.	12" Evidence Bag Sealer, 110 volt	3	696E	EA	\$116.82
b.	20" Evidence Bag Sealer, 110 volt	3	696E1	EA	\$229.50
c.	12" Evidence Bag Sealer Replacement Kit	3	696E10	Kit	\$15.84
d.	20" Evidence Bag Sealer Replacement Kit	3	696E11	Kit	\$27.72
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#4</b>	<b>Evidence Boxes / Ties / Tape</b>				
a.	Gun Box - 14 3/4" x 7 7/8" x 2 1/4" 25 each	4	ECB001G	25 Pk	\$20.79
b.	Knife Box - 16" x 3" x 2" 25 each	4	ECB001K	25 Pk	\$15.84
c.	Rifle Box 25 each	4	ERB004	25 Pk	\$43.00
d.	Releasable Nylon Evidence Ties 100 each	4	ET100	100 Pk	\$9.15
e.	Box Sealing Evidence Tape - White - Black Lettering 3"x165'	8	704E	Roll	\$11.85
<b>#5</b>	<b>Evidence Tubes / Jars - indicate quantity in each package.</b>				
a.	Syringe Transport Tube 1" x 8"	1 gross pkg	ECT2	12 Pk	\$15.84
b.	Collection Jar, Polystyrene 1 fl oz - each	50	ECJ1	15 Pk	\$6.45
c.	Collection Jar, Polystyrene 2 fl oz - each	50	ECJ2	15 Pk	\$8.36
d.	Collection Jar, Polystyrene 4 fl oz - each	50	ECJ4	15 Pk	\$9.20
e.	Collection Jar, Polystyrene 8 fl oz - each	50	ECJ8	15 Pk	\$16.78
f.	Collection Jar, Polystyrene 16 fl oz - each	50	ECJ16	15 Pk	\$22.00
g.	Collection Jar, Polystyrene 2 fl oz WIDE Mouth - each	50	ECJ2WM	15 Pk	\$12.13
h.	Metal Evidence Container, 1/2 fl oz, w/white label - each	50	ECC5L	25 Pk	\$13.86
i.	Metal Evidence Container, 1 fl oz, w/ white label - each	50	ECC1L	25 Pk	\$14.35
j.	Metal Evidence Container, 2 fl oz, w/ white label - each	50	ECC2L	25 Pk	\$23.75
k.	Sterile Plastic, 4 oz, Speciment Container - each	100	BUK1006	100 Pk	\$44.55
l.	Solid Metal Collection Can, 1 qt - each	50	AEC01	10 Pk	\$29.65
m.	Solid Metal Collection Can, 1 qt w/o rubber & labels	50	AECQT	10 Pk	\$21.75
n.	Solid Metal Collection Can, 1 gallon	50	AEC02	10 Pk	\$53.41
o.	Solid Metal Collection Can, 1 gallon w/o rubber & labels	50	AECGALL	10 Pk	\$39.10
p.	Solid Metal Collection Can - w/ interior sealing - 1 qt	50	AECQTL	10 Pk	\$49.50
q.	Solid Metal Collection Can - w/ interior sealing - 1 gallon	50	AECGALL	10 Pk	\$64.35
	<b>continued next page</b>				



<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#6</b>	<b>Applicator Swabs and Accessories</b>				
a.	Cap-Shure Sterile Swabs w/ tip protector 100 each	2	CP100	100 Ea	\$59.40
b.	Vented Swab Box .75" x .75" x 6.25" 100 each	2	KCP254C	100 Ea	\$34.65
c.	Distilled Water 1 oz Bottle	20	DNA1009	EA	\$1.13
d.	Sterile Round Foam Tipped Applicators 50 each		FTS-50	50 Ea	\$21.75
<b>#7</b>	<b>Evidence Sealing Tape</b>				
a.	Red "BioHazard" Tape, 108 feet roll	6	BIO300	Roll	\$9.16
b.	Red / White Custom Imprint "Warwick Police Department", 108' roll	30	SM60001	Roll	\$9.16
c.	Red BioHazard Strip Sticker - 1 3/8" x 7" 100 count	5	BIO400	100 EA	\$7.87
d.	Yellow "Do Not Touch - Chemically Processed Evidence" Sticker 1x4"	5	EIL14R	Roll	\$4.90
e.	Evidence Tags for Drying Cabinet - Red - 25 each	5	ACEVDRT	25 Ea	\$20.79
f.	Evidence Tags for Drying Cabinet - Blue - 25 each	5	ACEVDBT	25 Ea	\$20.79
g.	Box Sealing Tape - w/ black typed "Evidence"	6	704E	Roll	\$11.83
h.	3" Box Sealing Tape Dispenser	6	BSET1D	Ea	\$13.86
i.	Photo Evidence Rule Tape 1"x 500" w/ dispenser	10	601ED	Ea	\$7.17
<b>#8</b>	<b>Evidence Collection Tools</b>				
a.	Evidence Scrape / scriber - 6 1/2"	6	KCP141	EA	\$4.90
b.	Nickle Plated Curved Tweezers - 6 1/2" / or equivalent	6	TWC65	EA	\$6.19
c.	Nickle Plated Straight Tweezers - 6 1/2" / or equivalent	6	TWS65	EA	\$9.90
d.	Nickle Plated Blunt Tweezers - 6 1/2" / or equivalent	6	TWBS65	EA	\$5.94
e.	Krime Kit includes Carbide Scriber, Diamond Scriber,	6	KK100	Kit	\$34.65
f.	Evidence Collection Knife, Ridge Counter	6	GL002	EA	\$9.92
g.	Retractable Ridge Counter, each	6	GL004	EA	\$7.92
h.	Scene Guard Barrier	1	SCGD20	EA	\$160.00
	<b>continued next page</b>				

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<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#9</b>	<b>Lab / Drug Scales</b>				
a.	Digital Compact Scale, battery w/ AC Option, g, oz, ct, tl settings	3	SCL200	EA	\$69.30
b.	AC Adapter - 110 volt				
<b>F.</b>	<b>Impression Evidence</b>				
<b>#1</b>	<b>Bio-Foam Impression Kit</b>	<b>10</b>	<b>BIF100</b>	<b>Kit</b>	<b>\$4.50</b>
<b>#2</b>	<b>Mikrosil Casting Material</b>				
a.	Mikrosil - Brown 7 oz	4	MCM100B	EA	\$20.85
b.	Mikrosil - Black 7 oz	4	MCM100BL	EA	\$20.85
c.	Mikrosil - Gray 7 oz	4	MCM100G	EA	\$20.85
d.	Mikrosil - White 7 oz	4	MCM100W	EA	\$20.85
e.	Mikrosil - Catalyst 7 oz	4	MCM100CA	EA	\$7.75
<b>#3</b>	<b>Tire / Footwear Prints</b>				
a.	Sirchtrak System Tiretread System	1	STT 100	EA	\$79.20
b.	EZID Stain Free Footware Impression System	1	EZID 400	EA	\$61.85
c.	Inkless Impression Cards - 5 1/2" x 16 1/2"	20	EZID402C	200 Ea	\$39.55
<b>#4</b>	<b>Impression Compounds</b>				
a.	Durocast Compound w/ Catalyst 23.28 oz	2	DOC101	23 oz	\$63.36
b.	Durocast Impression Compound Kit	1	DOC 1000	Kit	\$76.23
c.	Master Hard Core & Liquid Silicone Kit	1	CSP 1000	Kit	\$301.95
d.	Hard Core Blue Casting Material 3 lbs	2	HCB2001	3 Lbs	\$13.85
e.	Hard Core Blue Casting Material 50 lbs	2	HCB4001	50 Lbs	\$54.45
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
f.	Hard Core Blue Solution 24 oz	10	HCB2002	24 oz	\$3.95
g.	Hard Core Blue Solution 72 oz	10	HCB3002	64 oz	\$5.18
h.	Aerosol Dust and Dirt Hardiner 15 oz can	4	638CA	15 oz	\$12.14
i.	Snow Impression Wax 15 oz can	4	SP1000	15 oz	\$12.37
<b>#5</b>	<b>Impression Casting Tools</b>				
a.	Adjustable Casting Frame - 7 1/4 x 12 x 18	4	FCF100	EA	\$9.90
b.	Adjustable Casting Frame - 12 x 18 x 24	4	FCF200	EA	\$15.85
c.	Flexible Mixing Bowls - 4 piece set	3	646C	Set	\$44.55
<b>#6</b>	<b>Silicone Casting Supplies</b>				
a.	Liquid Silicone Rubber - 1 lb w/ catalyst	4	634C	1 Lb.	\$42.00
b.	Silicone Rubber Release Agent 4.5 oz	4	SRA10	4.5 oz	\$7.17
c.	Silicone Rubber Thinner 16 oz	4	636C	16 oz	\$24.75
d.	Casting Plaster - Base Builder - 9 lbs container	4	639C1	8 Lbs.	\$12.87
<b>#7</b>	<b>Electrostatic Dust Print Lifter</b>				
a.	Electrostatic Dust Print Lifter Kit	2	ESP 900	Kit	\$470.85
b.	Lifting Mats - 2' x 3' 10 each	2	ESP902	10 EA	\$23.26
c.	Roll Lifting Material 12" x 25" Roll	2	ESP905	Roll	\$13.85
d.	Evidence Box, Lifting Mat - 39" x 27" x 1" 10 each	2	ESP909	10 Ea	\$29.65
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>G.</b>	<b>Optical Enhancement</b>				
<b>#1</b>	<b>Professional Fingerprint Magnifier</b>				
a.	Professional Aluminum Magnifier 2 element, 4.5 x, 1 1/4" field of view, Model M-1	4	PPF 100	EA	\$55.00
b.	Henry Disk	4	PFH 10	EA	\$16.33
c.	Super-wide, Field of View Professional Magnifier 2 Lens Optics, 3.5 X	4	JC 400	EA	\$79.20
d.	Henry Disk, Super-wide Field	4	JC 401 H	EA	\$34.65
e.	Hand Magnifier Glass, Glass Lens, 2X, 4" Round, Plastic Molded Handle	4	319P	EA	\$7.95
f.	Hand Held Magnifier - Acrylic-Lens - 4" Round- Plastic Molded Handle	4	No BID	NO BID	NO BID
g.	Acrylic Magnifier, 3.5" Round, 4X Magnification, Dome -light gathering	4	JC350M	EA	\$47.52
h.	Forensic Optical Comparator Lens	1	FX8BHSL	EA	\$20.15
i.	Forensic Optical Comparator Toggle Switch	1	FX8BSW	EA	\$26.60
j.	Forensic Optical Comparator Viewing Screen	1	FX8BVS	EA	\$41.53
k.	Forensic Optical Comparator 300 watt Lamp	1	SFL1091	EA	\$23.66
l.	M-H Classification Magnifier, German Crafted, 4.5X, 5.4 cm opening	4	JC200	EA	\$123.75
m.	M-H Classification Henry Disk (one line)	4	JC201H	EA	\$22.27
n.	Wide-Field Classification Magnifier, 3x, 2 -7/16" Opening	4	JC300	EA	\$87.00
	<b>continued next page</b>				

Item	Item Description	Est. Qty.	Model #	Unit Qty.	Unit Cost
o.	Henry Disk for 5-1100 classification magnifier	4	JC301H	EA	\$22.25
p.	Glass Magnifier - 5x - 2.75" opening	4	NO BID	NO BID	NO BID
q.	Hastings Triplet Measuring Magnifier - 10x	2	NO BID	NO BID	NO BID
r.	General Purpose Reticle for Hastings Magnifier	2	NO BID	NO BID	NO BID
s.	Inch Scale Reticle for Hastings Magnifier	2	NO BID	NO BID	NO BID
t.	Metric Scale Reticle for Hastings Magnifier	2	NO BID	NO BID	NO BID
#2	<b>Video Boroscope</b>				
a.	Video Borescope - 3.5" color screen, 3' probe with LED lighting	1	NO BID	NO BID	NO BID
b.	Video Borescope - 3.5" color screen, 16' probe with LED lighting	1	NO BID	NO BID	NO BID
#3	<b>Thermometers</b>				
a.	Digital Infrared Thermometer - Hand held - powered by 9 volt battery	4	NO BID	NO BID	NO BID
H.	<b>Scales and Photography</b>				
#1	<b>Universal Evidence Photo Stand</b>				
a.	Stand with English Scales Kit	1	UPS 100	EA	\$232.65
b.	Magnetic English Scales - White	1	UPS 101 W	EA	\$4.80
c.	Magnetic English Scales - Black	1	UPS 101 B	EA	\$4.80
#2	<b>Photo Evidence Rulers</b>				
a.	Forensic Scale - ABFO Style - Black on white - Inch	10	PPS801	EA	\$2.92
b.	Forensic Scale - ABFO Style - Black on white - mm	10	PPS800	EA	\$2.92
c.	Forensic Scale - ABFO Style - Orange - Inch	10	PPS800IF	EA	\$2.92
d.	Forensic Scale - ABFO Style - Green - mm	10	PPS800CF	EA	\$2.92
e.	Forensic Scale - Adhesive Black / White - mm	10	PPS900	EA	\$5.87
f.	Adhesive Photo Scale - 2" - Gray 50 each	10	PPS501	50 Ea	\$3.45
	<b>continued next page</b>				

Item	Item Description	Est. Qty.	Model #	Unit Qty.	Unit Cost
g.	Adhesive Photo Scale - 2" - White 50 each	10	PPS502	50 Ea	\$3.45
h.	Vinyl Photo Scale - 6" - White 10 each	5	PPS400	10 Ea	\$4.95
i.	Vinyl Photo Scale - 6" - Gray 10 each	5	PPS401	10 Ea	\$5.20
j.	Vinyl Photo Scale - 6" - Blue 10 each	5	PPS402	10 Ea	\$5.20
k.	Vinyl Photo Scale - 6" - Black 10 each	5	PPS403	10 Ea	\$5.20
l.	Vinyl Photo Scale - 6" - Transparent 10 each	5	PPS404	10 Ea	\$5.20
m.	Vinyl Macrophotography Scale Footwear / Tire	5	PPS600	EA	\$4.95
	Reversible, 300 mm x 150 mm				
n.	Vinyl Macrophotography Scale 150 mm	5	PPS601	EA	\$2.85
	Reversible, Footwear / Tire Track				
o.	Jumbo Photo Evidence Tape, Yellow w/ black markings - 1 1/4"x30' Roll	20	PPS101	EA	\$5.40
p.	Yellow Tri-fold Scale, 36" long, 1 1/2" wide, 40 mil thick, big numbers	6	EFR200	EA	\$7.77
q.	Yellow Tri-fold Scale, 90 cm Long, 1 1/2" wide, 40 mil thick, Big Number	6	EFR300	EA	\$7.77
r.	Fiberglass Reel Tape - 100 FT	2	SK700	EA	\$19.80
s.	Fiberglass Reel Tape - 300 FT	2	SK701	EA	\$50.49
t.	Steel Tape Measure - 50" Lufkin	2	SK800	EA	\$19.65
u.	Photo Evidence Reference Scale Labels 2 Inch Roll of 150	4	PPS503	Roll 150	\$8.17
<b>#3</b>	<b>Laser Distance Meter</b>				
a.	Leica Disto D5 Laser Distance Measure	2	NO BID	NO BID	NO BID
b.	Leica Disto D330 Laser Distance Measure	2	NO BID	NO BID	NO BID
c.	Leica Disto D210 XT Laser Distance Measure	2	NO BID	NO BID	NO BID
<b>#4</b>	<b>Photograph Identifiers</b>				
a.	Large Number Sticker Booklet, 25 sheets	10	PNBL100	25 Sheets	\$7.77
b.	Small Number Sticker Booklet, 25 sheets	10	PNBS100	25 Sheets	\$7.77
c.	Arrow Sticker Booklet, 25 sheets	10	PAB100	25 Sheets	\$6.78
d.	9" Locator Numbered Traffic Cones (#1 - #8)	1	CSTC18V	1-8	\$17.62
e.	9" Locator Numbered Traffic Cones (#9 - #16)	1	CSTC916V	9-16	\$18.95
f.	Plastic Photo Numbers (1-15)	1	PEN15V	1-15	\$21.13
g.	Plastic Photo Numbers (16-50)	1	PEN1650V	16-50	\$55.29
	<b>continued next page</b>				

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Item	Item Description	Est. Qty.	Model #	Unit Qty.	Unit Cost
h.	Plastic Photo Numbers (51-99)	1	PEN5199V	51-99	\$74.85
i.	Aluminum Photo Numbers (1-15)	1	PEN15	1-15	\$55.40
j.	Aluminum Photo Numbers (16-50)	1	PEN1650	16-50	\$130.65
k.	Aluminum Photo Numbers (51-99)	1	PEN5199V	51-99	\$182.11
l.	Plastic Direction Indicators, 13 each	2	PDN17V	13 Ea	\$24.50
m.	Aluminum Direction Indicators, 13 each	2	PDN17	13 Ea	\$42.07
l.	<b>Forensic Evidence Analysis</b>				
#1	<b>Gun Powder Testing</b>				
a.	Gunpowder "Blue View" Particle Test 10 tests each	2	BV100	10 Ea	\$59.40
	Presumptive Gun Powder Test				
#2	<b>Presumptive Seminal Fluid ID</b>				
a.	Acid Phosphatase Dischaps 6 pack	10	DCS100	6 Pk	\$19.45
b.	Acid Phosphatase - Bulk supply - indicate package size - if available.	4	NO BID	NO BID	NO BID
#3	<b>Presumptive Blood ID &amp; Enhancement</b>				
a.	Agueous Heuco Crystal Violet Kit - prepares 500 ml working Solution	4	LV509	500 ml	\$20.00
b.	Amino Black 100 grams	4	LV5011	100 gm	\$14.35
c.	Amino Black Spray - 8 oz bottle	4	LV501L	8 oz	\$6.38
d.	Coomassie Blue 25 grams	4	LV512	25 gm	\$6.78
e.	Hungarian Red 100 ml	4	LV503	100 ml	\$5.95
f.	Hungarian Red 500 MI	4	LV5031	500 ml	\$19.55
g.	Luminol Reagent 4 oz w/ spray	4	LUMINOL4	4 oz	\$12.37
h.	Luminol Reagent 8 oz w/spray	4	LUMINOL8	8 oz	\$15.34
i.	Luminol Reagent 16 oz w/ spray	4	LUMINOL16	16 oz	\$16.33
j.	Luma Vision Master Kit	4	LVL 1000	Kit	\$103.95
	<b>continued next page</b>				

2020-027 BCI Crime Scene Supplies

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
k.	Phenolphthalein Dischaps Set of 6	4	DCB100	6 Pk	\$18.80
l.	Phenolphthalein Reagent - 4 oz bottle or bigger	4	DCB101	4 oz	\$12.17
m.	Leuco-Malachite Dischaps Set of 6	4	DCB200	6 Pk	\$12.87
n.	Luminol Dischaps Set of 6	4	DCB300	6 Pk	\$19.05
o.	HemaStix Blood ID - (50 Count Bottle)	4	HEM50	50 Ct	\$30.65
p.	Blood Fixative - 8 oz bottle	4	LV513	8 oz	\$10.25
q.	Spatter Blood - training - 8 oz bottle	10	SPAB8	8 oz	\$21.35
r.	Synthetic Blood - training - 8 oz bottle	10	SYNB8	8 oz	\$15.95
s.	Bluestar Forensic Kit	2	FRA00001	Kit	\$60.00
J.	<b>Forensic Evidence Collection</b>				
#1	Suspect Evidence Collection Kit	10	SEC 100	Kit	\$7.25
#2	iSID - 2 Instant Shooter Identification Kit	10	NO BID	NO BID	NO BID
#3	Evidence Tote Trays - Polyethylene - Labeled "Evidence"				
a.	Small size - 18" x 13" x 11"	6	NO BID	NO BID	NO BID
b.	Medium size - 23" x 15" x 16"	6	NO BID	NO BID	NO BID
c.	Large Size - 30" x 19" x 12"	6	NO BID	NO BID	NO BID
K.	<b>Forensic Evidence Truck - Kits / Consumable Refill Packs</b>				
#1	Arson				
a.	Arson Scene Tool Kit	1	Sirchie AEC 400	Kit	\$440.55
b.	Search Hydrocarbon Detector - 110 volt	1	Sirchie CGD 100	EA	\$331.65
c.	Char Depth Guage	4	CG 1000	EA	\$10.14
d.	Debris Sifting Screens	2	DBS3	Set	\$84.15
e.	Debris Shifting Shovel	2	DSS21	EA	\$133.65
	<b>continued next page</b>				



<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#2</b>	<b>Trace Evidence Vacuum</b>				
a.	Micro Evidence Vacuum Kit - 110 volt AC	1	619 EK	Kit	\$331.65
b.	Trace Evidence Filter Assembly w/ crevice tool	1	619 EI	EA	\$11.00
c.	Trace Evidence Filter Assembly w/ upholstery tool	1	619 E2	EA	\$10.39
d.	Evidence Vacuum Filter Assembly	1	617 E	EA	\$61.85
e.	P.E.M. Polyester Monofilament Microfilters 100 each	1	PEM 01	100 Ea	\$47.37
<b>#3</b>	<b>Personal Protection Products</b>				
a.	Anti-Putrefaction Single Mask Kit	2	PU 001 B	Kit	\$87.12
b.	Replacement Filters - 1 Pair	8	PU 0011	Pair	\$15.75
c.	Disposable Anti-Odor Mask	10	SF0074	EA	\$4.55
d.	Chemical Splash Goggles	10	CSG1001	EA	\$2.95
e.	Kleen Guard A-60 Blue Coveralls - Hooded - Booted - 2XL	2 boxes of 24	NO BID	NO BID	NO BID
f.	Kleen Guard A-60 Blue Coveralls - Hooded - Booted - XL	2 boxes of 24	NO BID	NO BID	NO BID
g.	Kleen Guard A-60 Blue Coveralls - Hooded - Booted - 3XL	2 boxes of 24	NO BID	NO BID	NO BID
h.	Dupont Boot Covers, White, Slip Resistant Sole - XL - Package of 100	2	NO BID	NO BID	NO BID
i.	Dupont Boot Covers, White, Slip Resistant Sole - L - Package of 100	2	NO BID	NO BID	NO BID
j.	MoldEX Disposable Respirator, N95, OV, OZ, M/L, 10 Pack - M2800N95	2	NO BID	NO BID	NO BID
k.	Multi-Purpose Half Mask (Filters not included)	2	PU0010	EA	\$29.70
l.	Organic Vapor/P100 Filters	2	PU0011	Pair	\$14.60
m.	P100 Filter (99.7% of airborne particles)	2	PU0012	Pair	\$12.82
n.	TurtleSkin Duty Gloves pair (all sizes)	4	TSK0006D	Pair	\$42.25
o.	MoldEx Disposable Respirator, N95, M/L, 20 Pack- 2200N95	2	NO BID		
p.	Saniwash AntiMicrobial Hand Wash (16 oz pump)	5	AH16	16 oz	\$10.85
q.	Antiseptic Bio-Hand Cleaner Sanitizer (16 oz pump)	5	ABC16	16 oz	\$10.35
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#4</b>	<b>Shooting Investigation</b>				
a.	Laser Trajectory Kit	1	LTF100	Kit	\$290.00
b.	Photo Laser Smoke	1	LTF100S	EA	\$16.58
c.	Optional Heavy Duty Tri Pod	1	BM6009	EA	\$64.50
d.	22 Cal. Rod Set	1	LTF112RS	Set	\$28.46
e.	Reflective Yarn - 275 ft	1	LTF113	275'	\$11.33
f.	Laser Pointer with Lock Collar	1	LTF102	EA	\$19.65
g.	Optional Forensic Rod Kit	1	FRK 16	Kit	\$39.35
<b>#5</b>	<b>Blood Screening / Evidence</b>				
a.	Master Blood Kit	1	MBT 288	Kit	\$132.60
b.	Master Blood Kit Consumable Refill Pack	1	MBT 288 R	Pack	\$55.39
<b>#6</b>	<b>Sexual Assault Screening</b>				
a.	Master Seminal Fluid Kit	1	SF 298	Kit	\$100.50
b.	Master Seminal Fluid Consumable Refill Pack	1	SF 298 R	Pack	\$54.45
<b>#7</b>	<b>Serial Number Restoration</b>				
a.	Master Serial Number Restoration Kit	1	MNR100	Kit	\$193.54
b.	Master Serial Number Refill Consumable Pack	1	MNR100 R	Pack	\$29.65
c.	Restoration Gel - Aluminum	1	RAG2001	EA	\$13.36
d.	Restoration Gel - Copper	1	RAG3001	EA	\$13.36
e.	Restoration Reagent For Plastic - 6 pack	1	RPR 1006	6 Pk	\$20.84
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
<b>#8</b>	<b>Trace Metal</b>				
a.	Trace Metal Detection Kit	1	TMDT100	Kit	\$117.16
b.	Trace Metal Consumable Refill Pack	1	TMDT100 R	Pack	\$20.84
<b>#9</b>	<b>Primer Residue Kits</b>				
a.	SEM Primer Residue Kit	1	GRA200	EA	\$7.92
<b>#10</b>	<b>Latent Print Kits</b>				
a.	Master Expert Latent Print Kit	1	MEL 500	Kit	\$292.75
b.	Consumable Refill Pack - Chemical	1	MEL 500 CPR	Pack	\$86.72
c.	Consumable Refill Pack - Lifting	1	MEL 500 FLR	Pack	\$19.75
d.	Consumable Refill Pack - Powder	1	MEL 500 PPR	Pack	\$25.95
<b>#11</b>	<b>Evidence Collection</b>				
a.	Evidence Collection Kit	1	MEC 100	Kit	\$272.25
b.	Evidence Collection Consumable Refill Pack	1	MEC 100 R	Pack	\$54.45
<b>#12</b>	<b>Blood Spatter Analysis</b>				
a.	Blood Spatter Kit	1	BSK 500	Kit	\$257.15
b.	Green Twisted Nylon Twine - 275 Feet	1	KCP261	275'	\$6.13
c.	Pink Twisted Nylon Twine - 275 Feet	1	KCP262	275'	\$6.13
d.	Orange Twisted Nylon Twine - 275 Feet	1	KCP263	275'	\$6.13
e.	Yellow Twisted Nylon Twine - 275 Feet	1	KCP264	275'	\$6.13
f.	Wax Clips - 10 each	10	KCP265	10 Ea	\$3.56
g.	Reflective Yarn - 275 Feet	1	LTF113	250'	\$11.33
	<b>continued next page</b>				

<u>Item</u>	<u>Item Description</u>	<u>Est. Qty.</u>	<u>Model #</u>	<u>Unit Qty.</u>	<u>Unit Cost</u>
L.	Headquarters Forensic Lab - equipment				
#1	Lab Equipment				
a.	Hotplate 110V 8"x9"		HP110	EA	\$193.00
b.	Lab Magnetic Stirrer 110V		SP110	EA	\$195.00
c.	Magnetic Stirrer 1" x 5/16"		SPM101	EA	\$9.00
d.	Magnetic Stirrer 2" x 5/16"		SPM102	EA	\$12.00
e.	Magnetic Stirrer 3" x 1/2"		SPM 103	EA	\$35.96
#2	Glass Flasks and Cylinders				
a.	125 ml Erlenmeyer Flask (12 pack)		EF125	NO BID	NO BID
b.	Class B 500 ml Graduated Cylinder (Each)		GC500	NO BID	NO BID
c.	Class B 250 ml Graduated Cylinder (Each)		GC250	NO BID	NO BID
d.	Class B 100 ml Graduated Cylinder (Each)		GC100	NO BID	NO BID
e.	Class B 50 ml Graduated Cylinder (Each)		GC50	NO BID	NO BID

<b>Bid2020-027 BCI Crime Scene Supplies</b>						
<b>The following vendors were sent specifications.</b>						
<b>VENDOR</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>EMAIL</b>	
All American Poly	40 Turner Pl.	Piscataway	NJ	08854	zeke@allampoly.com	
Aramco	PO Box 29	Thorofare	NJ	08086	aglover@aramsco.com	
Arrowhead Forensics	11030 Strang Line Rd.	Lenexa	KS	66215	bmcreary@arrowheadforensics.com	
Central Equipment Co.	PO Box 781	Mattapoisett	MA	02739	centralequipment@verizon.net	
Central Poly Corp.	18 Donaldson Pl./PO Box 4097	Linden	NJ	07036	bids@centralpoly.com	
Consolidated Plastics	4700 Prosper Dr.	Stow	OH	44224	feedback@consolidatedplastics.com	
Crime Tech Inc.	10950 San Jose Blvd. Ste. 60-200	Jacksonville	FL	32223	Info@crimetech.net; bsmith@crimetech.net	
Evident, Inc.	739 Brooks Mill Rd	Union Hall	VA	24176	procure@ShopEVIDENT.com; blane@shopevident.com	
Global Industrial Products	PO Box 905713	Charlotte	NC	28290	sales@globalindustrial.com	
Grainger	3750 Brookside Pkwy. Ste. 260	Alpharetta	GA	30022	Michael.vega@grainger.com	
Grainger Supply	78 Jefferson Blvd.	Warwick	RI	02888	Scott.kirby@grainger.com	
Horiba Instruments, Inc.	3880 Park Ave.	Edison	NJ	08820	Brian.schlenk@horiba.com	
Lynn Peavey Co.	PO Box 14100	Lenexa	KS	66285	dcobin@lynnpeavey.com	
NY Police Supply, Inc.	1460 Ridge Rd. East	Rochester	NY	14621	nypspres@frontiernet.net	
Rayson Healthcare, Inc. d/b/a Raysics	720 S. Dickerson St.	Burgaw	NC	28425	wwatts@wrayson.com	
RI Uniform	1395 Atwood Ave., Suite 109	Johnston	RI	02919	Riuniform@Cox.Net; Alan@Riuniform.Com	
Sirchie Acquisition Co., LLC	100 Hunter Pl.	Youngsville	NC	27596	kdenton@sirchie.com; wbunting@sirchie.com; kwright@sirchie.com; sales@sirchie.com; gfodell@sirchie.com; danoneil@sirchie.com	
Sirchie Finger Print Laboratories	612 Gravelly Hollow Rd.	Medford	NJ	08055	sirchievehicles@comcast.net	
Supreme Dairy Farms	171 St. Augustin St.	Woonsocket	RI	02895	jfox62@gmail.com	
Tri-Tech Forensics, Inc.	4019 Executive Park Blvd. SE	Southport	NC	28461	tritech@tritechusa.com; cspec@tritechusa.com	
Tri-Tech Forensics, Inc. d/b/a National I	8770 Trade St.	Leland	NC	28451	angela.grace@nlescorp.com	

CITY OF WARWICK

Colonel Rick J. Rathbun  
Chief of Police



MAY 06 2019

Joseph J. Solomon  
Mayor

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

May 6, 2019

Mrs. Patricia A. Peshka, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

Re: Bid Recommendation – Police Department  
Bid# 2020-027 BCI- Crime Scene Supplies  
Funding Source: Budget Code 30-208

Dear Mrs. Peshka:

The department received (1) one bid for Bid #2020-027, "BCI-Crime Scene Supplies."

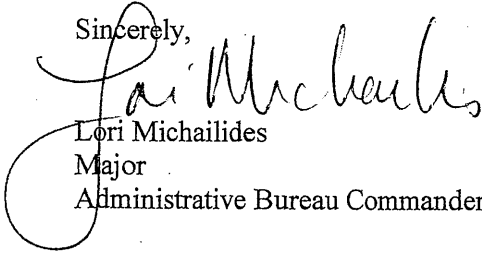
1. Sirchie Acquisition Company, LLC, 100 Hunter Place Youngsville, NC 27596

The Police Department recommends that the award for the contract go to Sirchie Acquisition Company, LLC. Our Detective Division has used this company in the past and recommends that we continue to use them as a vendor based on their quality products and good customer service.

The department is requesting permission to spend up to **\$4,000.00** for this award. Funding for purchases under this bid will be allocated from the department's operating budget, Budget Code #30-208, BCI, Photo and Film. This contract would be for 1 year starting July 1, 2019 and ending June 30, 2020. The current contract expires June 30, 2019.

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

Sincerely,

  
Lori Michailides  
Major  
Administrative Bureau Commander

**Bid2020-031 Brass Fittings & Valves**

- 5 bids received

**FY20**

CODES:                   84-363 Water/Main Maintenance   \$35,000.00  
                              84-364 Water/Hydrant Maintenance \$10,000.00

MANNER OF AWARD:   \$45,000.00  
                              July 1, 2019 – June 30, 2020

RECOMMEND:           EJ Prescott, Stiles, Ti-Sales, Warwick Winwater (see below)

EJ Prescott:            Items 1-1 through 1-5, 2-3 through 5-3, 6-1, 6-2, 11-1 through 11-7,  
                              14-1 through 15-2, 16

Stiles:                 Items 2-1, 5-5, 7-1 through 8-4, 9-2, 10-1 through 10-3, 12-1 through 12-3,  
                              13-1 through 13-3, 15-3 through 15-5. Ti-Sales: Items 2-2, 9-1, 12-4

Warwick Winwater:   Items 5-4, 10-4

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E.J. Prescott, Inc.	38 Albion Rd.	Lincoln, RI 02865
Stiles Company, Inc.	922 Pleasant St.	Norwood, MA 02062
Ti-Sales	35 Hudson Rd.	Sudbury, MA 01776
Warwick Winwater Company	62 Wyoming Ave.	Warwick, RI 02888
Putnam Pipe Corp.	83 County St.	Taunton, MA 02780

**Pricing as Follows**

**Continued next page**

2020-031 Brass Fittings & Valves

ITEM	DESCRIPTION	EJ Prescott	Stiles	Ti-Sales	Warwick Winwater	Putnam Pipe
1-1	3/4" Valve S/W	\$ 53.97	\$ 56.25	\$ 57.75	\$ 58.95	\$63.75 Ford B44-333-NL-Q
1-2	1" Valve S/W	\$ 81.12	\$ 84.58	\$ 87.46	\$ 88.65	\$95.90 Ford B44-444-NL-Q
1-3	1 1/2" Valve Ball	\$ 130.00	\$ 134.00	\$ 141.69	\$ 131.56	\$151.95 Ford B44-555-NL-Q
1-4	1 1/2" Valve Ball	\$ 194.13	\$ 202.37	\$ 213.99	\$ 211.97	\$229.50 Ford B44-666-NL-Q
1-5	2" Valve Ball	\$ 273.00	\$ 284.51	\$ 300.84	\$ 298.00	\$323.00 Ford B44-777-NL-Q
2-1	3/4" Valve Corporation	\$ 39.42	\$ 27.79	\$ 29.38	\$ 43.00	\$47.55 Ford FB1100-3-NL-Q
2-2	1" Valve Corporation	\$ 51.84	\$ 54.05	\$ 44.42	\$ 57.00	\$62.50 Ford FB1100-4-NL-Q
2-3	1 1/4" Valve Corporation	\$ 113.00	\$ 115.64	\$ 122.28	\$ 116.58	\$133.75 Ford FB1100-5-NL-Q
2-4	1 1/2" Valve Corporation	\$ 116.19	\$ 121.13	\$ 128.08	\$ 126.86	\$140.15 Ford FB1100-6-NL-Q
2-5	2" Valve Corporation	\$ 192.18	\$ 200.34	\$ 211.83	\$ 209.85	\$232.00 Ford FB1100-7-NL-Q
3-1	3/4" x 3/4" Coupling Compression to Compression	\$ 14.88	\$ 15.51	\$ 16.40	\$ 17.63	\$17.95 Ford C44-33-NL-Q
3-2	1" x 1" Coupling Compression to Compression	\$ 17.02	\$ 17.74	\$ 18.76	\$ 19.70	\$20.50 Ford C44-44-NL-Q
3-3	1 1/2" x 1 1/4" Coupling Compression to Compression	\$ 29.38	\$ 30.64	\$ 32.40	\$ 37.50	\$35.45 Ford C44-55-NL-Q
3-4	1 1/2" x 1 1/2" Coupling Compression to Compression	\$ 56.94	\$ 59.37	\$ 62.77	\$ 62.89	\$68.75 Ford C44-66-NL-Q
3-5	2" x 2" Coupling Compression to Compression	\$ 76.89	\$ 80.14	\$ 84.74	\$ 91.00	\$92.75 Ford C44-77-NL-Q
4-1	3/4" x 3/4" Coupling Female	\$ 12.85	\$ 13.40	\$ 14.17	\$ 14.58	\$15.50 Ford C14-33-NL-Q
4-2	1" x 1" Coupling Female	\$ 17.43	\$ 18.17	\$ 19.22	\$ 19.25	\$21.00 Ford C14-44-NL-Q
4-3	1 1/4" x 1 1/4" Coupling Female	\$ 31.83	\$ 33.19	\$ 35.09	\$ 34.75	\$38.10 Ford C14-55-NL-Q
4-4	1 1/2" x 1 1/2" Coupling Female	\$ 50.71	\$ 52.85	\$ 55.88	\$ 55.37	\$61.15 Ford C14-66-NL-Q
	Continued next page					



ITEM	DESCRIPTION	EJ Prescott	Stiles	Ti-Sales	Warwick Winwater	Putnam Pipe
4-5	2" x 2" Coupling Female	\$ 60.36	\$ 62.93	\$ 66.54	\$ 65.95	\$72.80 Ford C14-77-NL-Q
4-6	3/4" x 3/4" Coupling Male	\$ 12.22	\$ 12.73	\$ 13.46	\$ 14.10	\$14.75 Ford C84-33-NL-Q
4-7	1" x 1" Coupling Male	\$ 14.47	\$ 15.08	\$ 15.94	\$ 16.60	\$17.45 Ford C84-44-NL-Q
4-8	1 1/4" x 1 1/4" Coupling Male	\$ 27.67	\$ 28.83	\$ 30.49	\$ 31.80	\$33.35 Ford C84-55 NL-Q
4-9	1 1/2" x 1 1/2" Coupling Male	\$ 39.64	\$ 41.31	\$ 43.68	\$ 45.50	\$47.80 Ford C84-66-NL-Q
4-10	2" x 2" Coupling Male	\$ 57.75	\$ 60.20	\$ 63.66	\$ 66.30	\$69.65 Ford C84-77-NL-Q
5-1	Coupling for 5/8" Meter	\$ 3.19	\$ 3.46	\$ 7.69	\$ 3.73	\$10.55 Ford C38
5-2	Coupling for 3/4" Meter	\$ 4.26	\$ 4.54	\$ 8.75	\$ 4.39	\$9.55 Ford C38
5-3	Coupling for 1" Meter	\$ 5.85	\$ 6.26	\$ 14.46	\$ 6.89	\$14.75 Ford C38
5-4	Coupling 1 1/2" Meter	\$ 35.45	\$ 35.27	\$ 37.29	\$ 31.20	\$44.55 Ford C38
5-5	Coupling for 2" Meter	\$ 49.39	\$ 19.44	\$ 51.94	\$ 43.00	\$62.00 Ford C38
6-1	Coupling 3/4" male iron pipe thread	\$ 10.86	\$ 11.33	\$ 11.98	\$ 13.50	\$14.30 Ford C28
6-2	Ell couplings 3/4" male iron pipe thread	\$ 11.64	\$ 12.14	\$ 12.84	\$ 14.50	\$15.30 Ford C28
7-1	3/4" x 3/4" Brass Tee	\$ 3.89	\$ 3.37	\$ 3.87	\$ 4.15	\$ 5.05
7-2	1" x 1" Brass Tee	\$ 6.90	\$ 5.98	\$ 6.86	\$ 7.35	\$ 9.05
7-3	1 1/4" x 1 1/4" Brass Tee	\$ 9.67	\$ 8.39	\$ 10.22	\$ 10.35	\$ 12.65
7-4	1 1/2" x 1 1/2" Brass Tee	\$ 13.29	\$ 11.53	\$ 13.25	\$ 14.25	\$ 17.45
7-5	2" x 2" Brass Tee	\$ 21.80	\$ 18.90	\$ 23.02	\$ 23.30	\$ 28.60
8-1	1" x 3/4" Brass Reducer Compressed	\$ 19.22	\$ 4.43	\$ 5.39	\$ 5.45	\$ 6.70
8-2	1 1/4" x 3/4" Brass Reducer Compressed	No Bid	\$ 7.14	\$ 10.06	\$ 8.83	\$ 10.80
8-3	1 1/2" x 3/4" Brass Reducer Compressed	No Bid	\$ 10.17	\$ 54.55	\$ 12.57	\$ 15.35
8-4	2" x 3/4" Brass Reducer Compressed	No Bid	\$ 15.12	\$ 18.42	\$ 18.70	\$ 22.85
9-1	2" Brass Spud Nuts	\$ 60.82	\$ 44.98	\$ 32.84	No Bid	\$ 82.65
9-2	1 1/2" Brass Spud Nuts	\$ 60.82	\$ 31.06	\$ 47.56	No Bid	\$ 59.35
	<b>continued next page</b>					

ITEM	DESCRIPTION	EJ Prescott	Stiles	Ti-Sales	Warwick Winwater	Putnam Pipe
10-1	Brass Steel Elbow 1/2" Male x Female	\$ 2.94	\$ 2.53	\$ 3.08	\$ 3.00	\$ 4.00
10-2	Brass Close Nipples 1/2" x Close	\$ 1.02	\$ 0.98	\$ 14.09	\$ 1.20	\$ 1.50
10-3	Brass Nipples 1/2" x 1 1/2"	\$ 1.18	\$ 1.13	\$ 28.19	\$ 1.25	\$ 1.65
10-4	Brass Watts Ball Valves 3/4" IPT	\$ 13.10	\$ 7.27	\$ 29.28	\$ 5.25	\$ 14.00
11-1	3/4"-5/8" Downsize Adaptors	\$ 9.92	\$ 15.23	\$ 14.65	No Bid	\$18.55/pair Ford A13
11-2	1"-5/8" Downsize Adaptors	\$ 9.92	\$ 19.06	\$ 18.33	No Bid	\$23.25/pair Ford A14
11-3	1"-3/4" Downsize Adaptors	\$ 13.85	\$ 17.80	\$ 17.13	No Bid	\$21.70/pair Ford A34
11-4	1 1/2" - 1" Downsize Adaptors	\$ 45.27	\$ 53.28	\$ 129.88	No Bid	\$64.95/pair Ford TA46
11-5	2" - 1" Downsize Adaptors	\$ 81.02	\$ 83.74	\$ 132.94	No Bid	\$102.10/pair Ford TA47
11-6	1 1/2" - 1" Downside (Flange) Adaptors	\$ 108.78	\$ 134.98	\$ 129.88	No Bid	\$165.00/pair Ford A46
11-7	2" - 1" Downside (Flange) Adaptors	\$ 81.02	\$ 138.16	\$ 132.94	No Bid	\$170.00/pair Ford A47
12-1	2" x 3/4" IPT Brass Bushings	\$ 9.92	\$ 8.61	\$ 9.89	\$ 10.60	\$ 13.00
12-2	2" x 1" IPT Brass Bushings	\$ 9.92	\$ 8.61	\$ 9.89	\$ 10.60	\$ 13.00
12-3	2" x 1 1/4" IPT Brass Bushings	\$ 8.24	\$ 7.14	\$ 7.43	\$ 8.80	\$ 10.80
12-4	2 1/2" x 1 1/2" IPT Brass Bushings	\$ 8.24	\$ 14.30	\$ 7.43	\$ 8.80	\$ 10.80
13-1	3/4" IPT Brass Plugs	\$ 1.86	\$ 1.60	\$ 1.96	\$ 1.97	\$ 3.31
13-2	1" IPT Brass Plugs	\$ 2.44	\$ 2.11	\$ 2.42	\$ 2.60	\$ 5.64
13-3	2" IPT Brass Plugs	\$ 7.30	\$ 6.32	\$ 7.26	\$ 7.75	\$ 20.95
14-1	3/4" xs X 3/4" CTS	\$ 31.14	\$ 32.45	\$ 34.31	No Bid	\$46.58 Ford Q24
14-2	3/4" xxx X 3/4" CTS	\$ 28.08	\$ 29.27	\$ 30.95	No Bid	\$42.00 Ford Q34
14-3	1" xsX 3/4" CTS	\$ 42.26	\$ 50.31	\$ 53.19	No Bid	\$72.20 Ford Q24
14-4	1" xxx X 3/4" CTS	\$ 46.94	\$ 48.92	\$ 51.72	No Bid	\$70.25 Ford Q34
14-5	1" xs X 1" CTS	\$ 49.70	\$ 51.79	\$ 54.76	No Bid	\$74.30 Ford Q24
14-6	1" xxx X 1" CTS	\$ 45.57	\$ 47.50	\$ 50.22	No Bid	\$68.15 Ford Q34
15-1	3/4" Stainless Steel Insert	\$ 1.00	\$ 1.21	\$ 1.40	\$ 1.40	\$ 1.52
15-2	1" Stainless Steel Insert	\$ 1.10	\$ 1.27	\$ 1.50	\$ 1.50	\$ 1.61
15-3	1 1/2" Stainless Steel Insert	\$ 3.20	\$ 1.58	\$ 1.85	\$ 1.70	\$ 1.98
15-4	1 1/2" Stainless Steel Insert	\$ 2.00	\$ 1.77	\$ 2.10	\$ 1.98	\$ 2.22
15-5	2" Stainless Steel Insert	\$ 2.10	\$ 1.77	\$ 2.10	\$ 1.98	\$ 2.22
16	Philmac Universal Transition Lead	\$ 20.30	No Bid	No Bid	\$ 28.00	\$29.05 Philmac 75-617CB


Bid2020-031 Brass Fittings & Valves						
The following vendors were sent specifications.						
VENDOR	ADDRESS	CITY	STATE	ZIP	EMAIL	
Automatic Heating Equipment, Inc.	400 Charles st.	Providence	RI	02904	egarrahy@aol.com	
Core & Main LP	83 Progress Ave	Springfield	MA	01104	richard.kostek@coreandmain.com;br an.geer@coreandmain.com	
EJ Prescott	38 Albion Rd.	Lincoln	RI	02865	Jason.normandin@ejprescott.com;pau robert.ferguson@ferguson.com;stev en.cardinal@ferguson.com	
Ferguson Waterworks	Two Whitman Rd.	Canton	MA	02021	jennifer.adams2@ferguson.com;krist opher.bates@ferguson.com	
Ferguson Waterworks	124 Costello Rd.	Newington	CT	06111	richard.kostek@hdsupply.com;kevin.f agan@hdsupply.com;Paul.dellaripa@ hdsupply.com;richard.madden@hdsu pply.com	
HD Supply Waterworks	125 Stergis Way	Dedham	MA	02026		
Independent Pipe & Supply Corp.	80 Coyle Ave.	Pawtucket	RI	02860	mlevin@indpipe.com	
John Hoadley, Inc.	672 Union St.	Rockland	MA	02370	sbrittisan@hoadleyandsons.com;sroge rs@hoadleyandsons.com	
Kennedy Valve	3 Whitcomb Ave.	W. Lebanon	NH	03784	brad.whitaker@mh-valve.com	
Putnam Pipe Corp.	86 Elm St.	Hopkinton	MA	01746	dputnam@putnampipe.com;kdifonzo @putnampipe.com;aamaral@putnam pipe.com	
Stiles Co., Inc.	922 Pleasant St.	Norwood	MA	02062	sandy@stilesco.com	
Tifco International	PO Box 402077	Houston	TX	77240	supgrl1000@aol.com	
Ti-Sales, Inc.	36 Hudson Rd.	Sudbury	MA	01776	dladd@tisesales.com;krichard@tisesales.c om;jdana@tisesales.com	
USA Bluebook	PO Box 9004	Gurnee	IL	60031	quotes@usabluebook.com	

Brass Fittings Valves

Warwick Winwater Works Co., Inc.	PO Box 81062, 62 Wyoming Ave.	Warwick	RI	02888	tjwhall@winwaterworks.com;jcemmo ns@winwaterworks.com;asdambros a@winwaterworks.com;fjwhall@win waterworks.com
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041819

# MEMO

To: Pat Peshka, Purchasing Agent  
 From: Daniel O'Rourke, Chief of Water Division   
 Date: April 17, 2019  
 Re: Bid #2020-031 Brass Fittings and Valves.  
 Contract period 7/1/19-6/30/20. Current bid expires 6/30/19.

The Water Division recently solicited bids for brass fittings and valves for the period 7/1/19-6/30/20. Fifteen companies were solicited for bids of which five responded. Based on the bids received, we are recommending the bid be awarded to four companies which submitted the lowest responsible pricing for the items listed below. They are as follows:

**EJ Prescott:**

Items 1-1 through 1-5, 2-3 through 5-3, 6-1 through 6-2, 11-1 through 11-7, 14-1 through 15-2, 16

**Stiles:**

Items 2-1, 5-5, 7-1 through 8-4, 9-2, 10-1 through 10-3, 12-1 through 12-3, 13-1 through 13-3, 15-3 through 15-5

**Ti Sales:**

Items 2-2, 9-1, 12-4

**Warwick Winwater:**

Items 5-4, 10-4

Items will be ordered on an as needed basis. Funding will originate from the following budget codes for the fiscal year 2020:

84-363 Water Main Maintenance-	\$35,000
84-364 Hydrant Maintenance-	<u>\$10,000</u>
TOTAL	\$45,000

If you have any questions or need additional information, please contact me at extension 9734.

Cc: Brian Deluca- Water Division

Terry Dipetrillo- Water Division

Brad Mellen- Water Division

**Bid2020-035 Post-Type Fire Hydrants**

- 6 bids submitted

**FY20**

CODE: 84-364 Water/Hydrant Maintenance

MANNER OF AWARD: \$75,000.00  
July 1, 2019 – June 30, 2020

RECOMMEND: Warwick Winwater, Ferguson, John Hoadley & Sons, Putnam Pipe  
(see below)

Warwick Winwater: Items 8, 10, 22-27, 30, 31, 42, 43  
Ferguson: Items 38-41  
Core & Main: Items 2A-2C, 17-21, 33-37  
John Hoadley & Sons: Items 1A-1C, 3-7, 9, 11-16, 28-30  
Putnam Pipe: Item 32

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John Hoadley & Sons, Inc.	672 Union St.	Rockland, MA 02370
Core & Main, LP	83 Progress Ave.	Springfield, MA 01104
Ferguson Waterworks	124 Costello Rd.	Newington, CT 06111
Warwick Winwater Works Co.	62 Wyoming Ave.	Warwick, RI 02888
Hydraflo, Inc.	1030 Milam St.	Beaumont, TX 77701
Putnam Pipe Corp.	83 County St.	Taunton, MA 02780

**Pricing as Follows**

**Continued next page**

Item	Description	Hoadley	Core & Main	Ferguson	Winwater	Hydraflo (see note 1)	Putnam
1	<b>Mueller Centurion A-421 Hydrant:</b> open left. 4 1/2" main valve opening. Post Type, 4' bury, 5' bury and 6' bury with drain. (2) 2 1/2" hose nozzles, (1) 4 1/2" pumper nozzle. No chains on hydrants. Barrel of hydrant is to be painted <u>safety red</u> . Bonnet side caps and front caps are to be painted <u>reflective silver</u> .						
1a	Mueller Centurion A-421 Hydrant 4' bury	\$ 1,715.00	\$ 1,733.36	\$ 1,751.43	\$ 1,859.00	No bid	No bid
1b	Mueller Centurion A-421 Hydrant 5' bury	\$ 1,780.00	\$ 1,798.28	\$ 1,817.02	\$ 1,925.00	No bid	No bid
1c	Mueller Centurion A-421 Hydrant 6' bury	\$ 1,842.00	\$ 1,863.29	\$ 1,882.71	\$ 1,950.00	No bid	No bid
2	<b>Kennedy K81-A Hydrant:</b> open left. 4 1/2" main valve opening. Post Type, 4' bury, 5' bury and 6' bury with drain. (2) 2 1/2" hose nozzles, (1) 4 1/2" pumper nozzle. No chains on hydrants. Barrel of hydrant is to be painted <u>safety red</u> . Bonnet side caps and front caps are to be painted <u>reflective silver</u> .						
2a	Kennedy K81-A Hydrant 4' bury	No bid	\$ 1,646.92	\$ 1,666.08	\$ 1,859.00	No bid	\$ 1,892.00
2b	Kennedy K81-A Hydrant 5' bury	No bid	\$ 1,708.43	\$ 1,726.23	\$ 1,925.00	No bid	\$ 1,960.00
2c	Kennedy K81-A Hydrant 6' bury	No bid	\$ 1,769.93	\$ 1,788.38	\$ 1,950.00	No bid	\$ 2,034.00
3	Mueller Hydrant Breakaway Repair Kit A300-Pinned	\$ 165.00	\$ 170.22	\$ 181.94	\$ 179.00	\$ 114.63	No bid
4	Mueller Hydrant Breakaway Repair Kit A-00 Brass Threaded	\$ 165.00	\$ 170.22	\$ 181.94	\$ 179.00	\$ 142.56	No bid
5	Mueller Safety Stem Coupling Brass H-75	\$ 102.27	\$ 102.39	\$ 107.03	\$ 105.00	\$ 57.07	No bid
6	Mueller Safety Stem Coupling Pinned H-125	\$ 69.51	\$ 69.59	\$ 72.75	\$ 71.00	\$ 39.20	No bid
7	Mueller Low Stem Brass H-79	\$ 150.02	\$ 272.67	\$ 157.00	\$ 153.00	\$ 72.38	No bid
8	Mueller Lower Stem Pinned H-104	\$ 150.02	\$ 171.01	\$ 150.14	\$ 147.00	\$ 63.25	No bid
9	Mueller Upper Stem Brass H-74	\$ 169.71	\$ 169.90	\$ 169.84	\$ 174.06	\$ 90.86	No bid
10	Mueller Upper Stem Pinned H-103	\$ 169.71	\$ 169.90	\$ 169.84	\$ 166.00	\$ 82.93	No bid

continued next page



Item	Description	Hoadley	Core & Main	Ferguson	Winwater	Hydraflo	Putnam
11	Mueller Nozzle Cap H-67	\$ 160.46	\$ 161.01	\$ 167.93	\$ 164.00	\$ 51.97	No bid
12	Mueller Hose Nozzle Cap H-71	\$ 68.37	\$ 68.61	\$ 71.55	\$ 70.00	\$ 34.78	No bid
13	Mueller Hydrant Lubricant H-96	\$ 18.74	\$ 18.77	\$ 19.61	\$ 19.00	\$ 8.00	No bid
14	Mueller Bonnet Repair Kit #280355	\$ 66.52	\$ 66.60	\$ 69.61	\$ 68.00	\$ 32.06	No bid
15	Mueller Shoe Repair Kit #2803565	\$ 247.86	\$ 248.14	\$ 259.41	\$ 254.00	\$ 90.25	No bid
16	Mueller Main Valve Repair Kit #280358	\$ 356.51	\$ 356.92	\$ 373.13	\$ 365.00	No bid	No bid
17	Mueller Complete Extension Kit with Barrel, Bolts and Rod Pinned	\$ 399.00	\$ 389.85	\$ 428.78	\$ 448.00	(see note 1)	No bid
18	Mueller Complete Extension Kit with Barrel, Bolts and Threaded Brass Rod	\$ 399.00	\$ 389.85	\$ 428.78	\$ 448.00	(see note 1)	No bid
19	Mueller Extension Barrel Only 6"	\$ 277.84	\$ 192.00	\$ 262.53	\$ 263.00	\$ 133.40	No bid
20	Mueller Extension Barrel Only 12"	\$ 355.80	\$ 272.00	\$ 338.66	\$ 339.00	\$ 163.73	No bid
21	Mueller Extension Barrel Only 18"	\$ 387.80	\$ 306.00	\$ 341.43	\$ 366.00	\$ 194.04	No bid
22	Mueller Extension Stem Only 6" Pinned	\$ 45.79	No bid	\$ 44.44	\$ 41.00	\$ 16.50	No bid
23	Mueller Extension Stem Only 12" Pinned	\$ 58.52	No bid	\$ 58.52	\$ 57.00	\$ 19.00	No bid
24	Mueller Extension Stem Only 18" Pinned	\$ 64.91	No bid	\$ 64.91	\$ 63.00	\$ 21.50	No bid
25	Mueller Extension Stem Only 6" Threaded	\$ 45.79	No bid	\$ 45.80	\$ 45.00	\$ 26.00	No bid
26	Mueller Extension Stem Only 12" Threaded	\$ 58.52	No bid	\$ 58.51	\$ 57.00	\$ 28.50	No bid
27	Mueller Extension Stem Only 18" Threaded	\$ 64.91	No bid	\$ 64.97	\$ 63.00	\$ 31.00	No bid
<b>continued next page</b>							

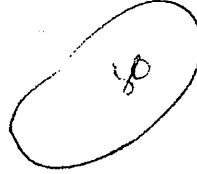
Item	Description	Hoadley	Core & Main	Ferguson	Winwater	Hydraflo	Putnam
28	Mueller Pumper Nozzle H-66	\$ 212.59	\$ 230.89	\$ 222.49	\$ 217.00	No bid	No bid
29	Gasket H-72	\$ 3.95	\$ 4.21	\$ 4.84	\$ 4.00	\$ 2.31	No bid
30	Mueller Nozzle Lock	\$ 0.70	\$ 1.05	\$ 0.90	\$ 0.70	\$ 1.00	No bid
31	Mueller Upper Barrel Less Nozzles H-73	\$ 745.00	No bid	\$ 707.40	\$ 692.00	No bid	No bid
32	American Darling Breakaway Repair Kit B-84B	No bid	No bid	No bid	No bid	No bid	\$ 217.00
33	Kennedy Hydrant Breakaway Repair Kit	No bid	\$ 176.10	\$ 188.11	\$ 187.00	No bid	\$ 214.00
34	Kennedy Hydrant Extension Kit	No bid	\$ 348.75	\$ 364.26	\$ 392.00	(see note 1)	\$ 423.00
35	Kennedy Hydrant Extension Barrel Only 6"	No bid	\$ 128.61	\$ 183.44	\$ 183.00	\$ 121.28	\$ 208.00
36	Kennedy Hydrant Extension Barrel Only 12"	No bid	\$ 141.47	\$ 201.79	\$ 202.00	\$ 151.60	\$ 229.00
37	Kennedy Hydrant Extension Barrel Only 18"	No bid	\$ 154.34	\$ 220.13	\$ 220.00	No bid	\$ 249.00
38	Kennedy Hydrant Extension Rod Only 6"	No bid	No bid	\$ 88.20	\$ 89.00	\$ 16.50	\$ 100.00
39	Kennedy Hydrant Extension Rod Only 12"	No bid	No bid	\$ 105.83	\$ 106.00	\$ 19.00	\$ 120.00
40	Kennedy Hydrant Extension Rod Only 18"	No bid	No bid	\$ 179.92	\$ 180.00	\$ 21.50	\$ 204.00
41	Kennedy Hydrant Upper Barrel Only	No bid	\$ 699.61	\$ 643.66	\$ 768.06	No bid	\$ 713.00
42	Kennedy Hydrant Hose Nozzle Cap	No bid	\$ 68.23	\$ 62.78	\$ 62.00	\$ 34.78	\$ 70.00
43	Kennedy Hydrant Pumper Nozzle Cap	No bid	\$ 164.70	\$ 151.53	\$ 149.00	\$ 45.98	\$ 168.00
<b>NOTE</b>							
1. All parts manufactured by Hydroflo, Inc. Item 7: quoted 4' bury. Add \$3.50 every additional 6". Item 8: quoted 4' bury. Add \$3.50 every additional 6".							
Item 17: 6" \$253.05/12" \$296.06/18" \$327.46/24" \$388.90. Item 18: 6" \$258.10/12" \$301.11/18" \$332.50/24" \$393.95.							
Item 34: 6" \$186.53/12" \$216.32.							

Bid2020-035 Post-Type Fire Hydrants						
The following vendors were sent specifications						
VENDOR	ADDRESS	CITY	STATE	ZIP	EMAIL	
American Fire Equipment Co., Inc.	58 Norfolk Ave. Unit 5	S. Easton	MA	02375	jtm6@aol.com;dave@amfire.net;wayne@amfire.net;Tim@amfire.net	
EJ Prescott	38 Albion Rd.	Lincoln	RI	02865	Jason.normandin@ejprescott.com	
Ferguson Waterworks	Two Whitman Rd.	Canton	MA	02021	robert.ferguson@ferguson.com;steven.cardinal@ferguson.com	
Ferguson Waterworks	124 Costello Rd.	Newington	CT	06111	Ryan.radicchi@ferguson.com;kristopher.bates@ferguson.com;jennifer.ada.ms2@ferguson.com	
Firematic	237 Sugar Rd.	Bolton	MA	01740	cpoirier@firematic.com	
Core & Main	125 Stergis Way	Dedham	MA	02026	richard.kostek@coreandmain.com;kevin.fagan@coreandmain.com;Paul.delaripa@coreandmain.com;richard.madden@coreandmain.com;michael.niland@coreandmain.com	
Jack Farrelly Co.	19 Colton Rd.	E. Lyme	CT	06333	liza@jpipe.com;todd@jpipe.com	
John Hoadley, Inc.	672 Union St.	Rockland	MA	02370	sbrittisan@hoadleyandsons.com;srogers@hoadleyandsons.com;kking@hoadleyandsons.com	
Putnam Pipe Corp.	86 Elm St.	Hopkinton	MA	01746	dputnam@putnampipe.com;kdifonzo@putnampipe.com;aamaral@putnampipe.com	
Ti-Sales, Inc.	36 Hudson Rd.	Sudbury	MA	01776	dladd@tisaales.com;krichard@tisaales.com	
Warwick Winwater Works Co., Inc.	PO Box 81062, 62 Wyoming Ave.	Warwick	RI	02888	tjwhall@winwaterworks.com;jeemmons@winwaterworks.com;asdambrosca@winwaterworks.com	
Water Line Supply, LLC	334 Clark St.	N. Andover	MA	01845		

## MEMO

To: Patricia Peshka, Purchasing Agent  
From: Daniel O'Rourke, Chief of Water Division  
Date: May 3, 2019  
Subject: Post Type Fire Hydrants (Bid#2020-035) Existing Bid  
(7/1/18-6/30/19) New Bid(7/1/19-6/30/20)

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Recently the Water Division went to bid for post type fire hydrants and associated replacement parts for the upcoming fiscal year. We received six bids from various companies throughout the country. Based on a thorough review and investigation of the bids submitted, we are recommending that the contract be split between five vendors with the breakdown as follows:

**WARWICK WINWATER:** Item# 8, 10, 22, 23-27, 30-31, 42-43

**FERGUSON:** Item# 38-41

**CORE & MAIN:** Item# 2A-2C, 17-21, 33-37

**JOHN HOADLEY & SONS:** Item# 1A-1C, 3-7, 9, 11-16, 28-30

**PUTNAM PIPE:** 32

\*\*Please note that the lowest bid items for the following item numbers are considered "aftermarket" parts and are not appropriate for replacement or repair of existing hydrants. They are as follows:

**HYDRAFLOW, INC. -** Item# 3-15, 17-29, 34-36, 38-40, 42-43

Also, I have attached copies of the industry FM approvals, product warranties, and the use of unapproved replacement parts. It is clear that use of untested or unapproved parts for either hydrant utilized in our water system could possibly create

an issue in terms of reliability and full function during flushing and/or firefighting conditions. Also, I made contact with the company on two occasions and requested information regarding certifications and approvals from the same services and have yet to receive any.

Therefore, based on review of all the information presented, I am recommending the bid be split between the companies which are the lowest responsible bidders. Funding for these purchases will originate from budget code #84-364 (FY 2020) for an amount not to exceed \$75,000. Items will be ordered on an as needed basis.

If you have any questions or need additional information, please contact me at extension 9734.



Reliable Connections™

## LIMITED WARRANTY

### 10-Year Limited Warranty

### Mueller® Super Centurion® Fire Hydrants

Mueller Co. LLC (Mueller) warrants its Super Centurion Fire Hydrant to be free from defects in material and workmanship for a period of ten (10) years from the date of shipment, provided that the Super Centurion Fire Hydrant was both: (1) under normal use and service and used for the purposes and under the conditions for which such Super Centurion Fire Hydrant is intended; and (2) installed and maintained according to Mueller's instructions, American Water Works Association publications M17, C502, and C600, and applicable local codes.

Mueller's obligations under this warranty are conditioned upon prompt written notice of the defect from the purchaser. If any Mueller Super Centurion Fire Hydrant is proven to have failed to conform to the above stated warranty, Mueller, at its sole option, shall refund, repair, or replace the defective Super Centurion Fire Hydrant (F.O.B. the point of manufacture). Mueller shall have the right to inspect the Super Centurion Fire Hydrant for which a claim is made under this warranty. If Mueller requests such an inspection, then the purchaser must return the Super Centurion Fire Hydrant to Mueller, transportation prepaid.

This warranty does not cover failure of any Super Centurion Fire Hydrant caused by external forces such as, but not limited to, acts of God or the elements, civil insurrection, vandalism, vehicular or other impact, application of excessive torque to the operating mechanism, presence of foreign matter, or frost heave. The Purchaser shall assume all responsibility and expense for removal, reinstallation, and shipping charges in connection with this warranty.

THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING SPECIFICALLY, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES OF NON-INFRINGEMENT OF THIRD PARTY RIGHTS. IN NO EVENT SHALL MUELLER BE RESPONSIBLE OR LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGE. FURTHER, MUELLER HEREBY LIMITS ITS TOTAL LIABILITY TO THE VALUE OF THE SUPER CENTURION FIRE HYDRANT SOLD.

RECEIVED  
1/26/02



FM Approvals  
743A Reynolds Road  
West Gloucester, NJ 02814 USA  
T: 401 567 0590 F: 401 567 0599 www.fmglobal.com

November 22, 2002

Mr. Leo W. Fluery, Vice President Research and Development  
Mueller Group, Inc.  
20 Thurber Blvd.  
Smithfield, RI 02817

Subject: Unapproved or untested replacement hydrant parts

Dear Mr. Fluery,

This letter provides responses to questions raised in your October 30, 2002 letter addressed to the undersigned. Below, please find a restatement of the original question and FM Approvals' response.

- 1.) QUESTION: What is the status of a hydrant that was tested and Approved by FM and then modified during installation with untested (i.e. by FM) parts supplied by others?

RESPONSE: If any existing FM Approved product is repaired or modified using parts not supplied by the manufacturer of the device, the product is considered NOT FM Approved.

- 2.) QUESTION: What is the status of a hydrant that is FM Approved and is subsequently repaired using unapproved parts supplied by others?

RESPONSE: If any existing FM Approved product is repaired or modified using parts not supplied by the manufacturer of the device, the product is considered NOT FM Approved.

- 3.) QUESTION: If FM determines that FM Approval is still valid for hydrants having untested parts, who is responsible should a fire loss occur due to unsatisfactory performance?

RESPONSE: Not applicable. See responses to questions 1 and 2 above.

Please feel free to contact the undersigned directly should you wish to discuss the contents of this letter further.

Very truly yours,

A handwritten signature in black ink, appearing to read "Roger L. Allard".

Roger L. Allard  
Group Manager - Hydraulics

An FM Global Enterprise



## **Kennedy Valve**

A Division of McWane, Inc.

May 3, 2019

**SUBJECT: KENNEDY GUARDIAN FIRE HYDRANTS AND PARTS**

To Whom It May Concern:

Kennedy Valve located in Elmira, NY manufactures in the USA, the Guardian Fire Hydrant model number K81A and K81D in both the 4 ½" and 5 ¼" main valve opening sizes.

All parts for replacement and repair are inventoried in Elmira as well as throughout the country by Kennedy authorized distributors.

Kennedy warranties hydrants for 10 years from the date of purchase and supports stated warranty with parts and service provided that the hydrant is installed and maintained according to Kennedy Valve instructions and applicable codes.

Very truly yours,  
KENNEDY VALVE

Ted Zaparzynski  
Inside Sales Manager

**ISO 9001:2008 Certified**

Certification Valid 1/1/2014 - 12/31/2014, subject to change without notice and to be reviewed annually.





## **KENNEDY VALVE**

*Division of McWane, Inc.*

*1021 East Water Street*

*P.O. Box 931*

*Elmira, New York 14902-0931*

*Telephone (607) 734-2211*

*Fax (607) 734-1003*

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### **CERTIFICATE OF COMPLIANCE & TESTING**

#### **KENNEDY GUARDIAN FIRE HYDRANT**

Kennedy Valve manufactures in the USA, the Guardian Fire Hydrant model number K81A and K81D in both the 4 ½" and 5 ¼" main valve opening sizes. These hydrants are tested and rated for 250 psig working pressure and are hydrostatically tested for shell and seat leakage at pressures up to 500 psig. These hydrants are manufactured to comply with the performance requirements of ANSI/AWWA C502 Standard for Dry-Barrel Fire Hydrants. The shoe connections are coated in accordance with ANSI/AWWA C550 Protective Coatings for Valves and Hydrants. In addition, K81D Guardian hydrants have been tested for compliance and are listed by Underwriters Laboratories (UL246 – Hydrants for Fire Protection Service) and approved by Factory Mutual (FM1510 – Fire Hydrants [Dry Barrel Type] for Private Fire Service). Hydrant inlets conform to the requirements of Section 3.2.18 of ANSI/AWWA C502 Standard. Guardian Fire Hydrants ordered with National Standard nozzle threads are in compliance with National Fire Protection Agency (NFPA 1963 – Standard for Fire Hose Connections). The machined sealing surfaces of flanged end inlets also conform to the Manufactures Standardization Society, MSS Standard Practice SP-6 (Standard Finishes for Contact Faces of Pipe Flanges and Connecting-End Flanges of Valves and Fittings). to MSS Standard Practice SP-6, Standard Finishes for Contact Faces of Pipe Flanges and Connecting-End Flanges of Valves and Fittings. Mechanical joint bell dimensions conform to ANSI/AWWA C111/A21.11. Guardian dry barrel hydrants certified by NSF International and comply with the requirements per NSF61 (Drink Water Systems Components - Health Effects) and NSF372 (Drinking Water System Components - Lead Content) standards. The Guardian fire hydrant is manufactured Kennedy Valve located in Elmira, New York.

CODE: 34-360 EMA/Professional Services

**SECTION 56-6**

**Bid2019-313 Emergency Service's Workforce Software Management**

Crew Sense, LLC  
1867 Williams Hwy. #211  
Grants Pass, OR 97527

Contract Award \$33,349.56

Contract Period 1 year from date of installation



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

JOSEPH SOLOMON  
MAYOR

Philip Carlucci  
MIS DIRECTOR

To: Patricia Peshka, Purchasing Agent  
From: Philip F. Carlucci – MIS Director *PFC*  
Date: Monday, May 6, 2019  
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 as the sole provider of their Software as a Service (SaaS) product, Crew Sense Workforce Management, in the amount of \$33,349.56, which included the license, maintenance and training components listed below. While other generic products exist, after extensive testing and evaluation, CrewSense was the only product that was able to accommodate all unique processing requirements of the Warwick Fire Department, Warwick Emergency Services, and Warwick Police Department.

This contract would run from the installation, approximately 30 days after approval, for a period of one year. The cost breakdown for the software would be as follows:

Fire Department – 212 annual Licenses	@ \$	59.88 (an) per user	\$12,694.56
Police Department – 275 annual Licenses	@ \$	59.88 (an) per user	\$16,467.00
Monthly Software Maintenance	@ \$	99.00 per month	\$ 1,188.00
<u>One-time</u> Training Classes – 3 days	@	\$1,000.00 per day	\$ 3,000.00

The functionality of this software will allow these departments 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. All identified functions are currently being administered via hand-written forms. This current process is both time consuming, inefficient, and subject to little to no post-event tracking. With the implementation of this service, contractual rules will be pre-entered into the system to insure that all required processes are followed prior to an event. Reporting capabilities, virtually non-existent at present, will be readily available for tracking, planning, and information transparency purposes. (Please see attached presentation outlining current limitations on existing processes).

CrewSense, LLC, 1867 Williams Highway #211, Grants Pass, OR 97527 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 34-360. This payment is due upon system configuration and availability and will run for twelve months.

Cc: Brian Silvia, Finance Director  
Colonel Rathbun, Chief of Police  
Chief McMichael, Fire Department Chief



# Estimate

# 20171383

**CrewSense, LLC**  
1867 Williams HWY #211  
Grants Pass, OR  
97527

Bill To  
**Warwick Fire Department**  
111 Veteran's Memorial Drive  
Warwick, RI  
02886

Estimate Date : 04/19/2019  
Expiry Date : 05/05/2019  
Sales person : Treva Aguinaga

#	Item & Description	Qty	Rate	Amount
1	Pro Plan - Annual Annual fee for Pro Plan Fire - 212 users. Recurs every 12 months.	212.00	59.88	12,694.56
2	Pro Plan - Annual Annual fee for Pro Plan Police - 275 users. Recurs every 12 months.	275.00	59.88	16,467.00
3	Pro Support Pro Support Annual.	12.00	99.00	1,188.00
			<b>Sub Total</b>	<b>30,349.56</b>
			<b>Total</b>	<b>\$30,349.56</b>

### Notes

Quote above is all inclusive and includes all modules of the CrewSense Pro platform. There are no additional startup costs or extra fee's (excluding custom programming requests, implementation services or optional onsite training, if requested). We look forward for your business.

### Terms & Conditions

Quote valid for 60 days.

**CrewSense LLC**

**1867 Williams Hwy #211  
Grants Pass, OR 97527**

**May 6, 2019**

Phil Carlucci  
City Hall  
3275 Post Road  
Warwick, RI 02886

Dear Mr. Carlucci:

This letter is to confirm that CrewSense, LLC & parent company Vector Solutions, is the sole source provider of the CrewSense Workforce Management Software Suite and delivers that product in a Software as a Solution (SaaS) manner.

Regards,



Casey McIntosh  
Director

# *Warwick Police Department Scheduling & Payroll System*



Col. Rathbun

April 2019

# Overtime/Comp Time/Furlough Slips

- All employees fill out this triplicate slip when earning or using time
- Used for overtime, comp time and furlough (vacation)
- Copies go to Admin, Payroll and the Employee
- Errors can occur when up to four individuals sign, initial, approve and or enter the slips into software (see next slide)

Warwick Police Department		Authorization Form	
<input type="checkbox"/> Furlough	<input type="checkbox"/> Overtime	<input type="checkbox"/> Compensatory Time	<input type="checkbox"/> Compensatory Time
Name & Rank (Please Print)	ID#	Division/Unit Assigned	O.T. (describe)
Furlough Date(s)	Number of Days	Balance	Pay In Advance <input type="checkbox"/> Yes <input type="checkbox"/> No
Overtime Date	Purpose Code #	Number of Hours	Report #
Compensatory Time EARNED	Date(s)	Reason	Balance
<input type="checkbox"/> Regular <input type="checkbox"/> Miscellaneous	Hour(s)	Reason	Balance
COURT TIME: Location	Options <input type="checkbox"/> 2 hour <input type="checkbox"/> 4 hour <input type="checkbox"/> 8 hour	Hours served	Defendant Case #
<input type="checkbox"/> Overtime <input type="checkbox"/> Compensatory Time	w/daily adjustment		
Signature of Officer/Employee	ID#	Date	Signature of Authorizing Supervisor ID# Date
Printed/Authorized	ID#	Date	PLATOON COPY
			IMC Zaberd C

Warwick Police Department Authorization Form

<input type="checkbox"/> Furlough		<input type="checkbox"/> Overtime		<input type="checkbox"/> Compensatory Time	
Name & Rank (Please Print)		I.D.#		Division/Unit Assigned	
Furlough Date(s)		Number of Days		Balance	
Overtime Date		Purpose Code #		Pay in Advance <input type="checkbox"/> Yes <input type="checkbox"/> No	
Compensatory Time EARNED		Date(s)		Hour(s)	
<input type="checkbox"/> Regular <input type="checkbox"/> Miscellaneous Compensatory Time OFF		Date(s)		Hour(s)	
<input type="checkbox"/> Regular <input type="checkbox"/> Miscellaneous COURT TIME		Location:		Options	
<input type="checkbox"/> Overtime <input type="checkbox"/> Compensatory Time				<input type="checkbox"/> 2 hour <input type="checkbox"/> 4 hour <input type="checkbox"/> 4 hour w/duty assignment	
Signature of Officer/Employee		Signature of Authorizing Supervisor		I.D.# Date:	
Prosecution Authorization		I.D.# Date:		IMC Entered <input type="checkbox"/>	

Filled in Areas that are transferred to Scheduling Software by Supervisors

1st Signature

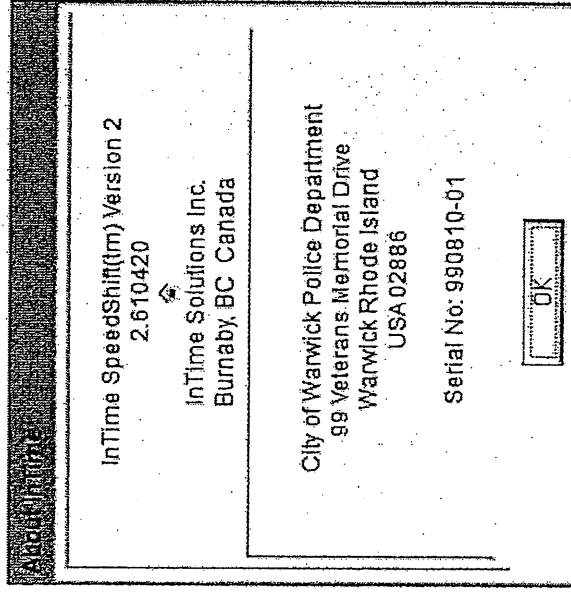
3rd Signature

PLATO



# Current Scheduling Software

- We use SpeedShift Software purchased almost two decades ago.
- There is no support or service plan or contract in place for it.
- Info is backed up on tape drives, but still requires that the software functions.
- It is a Windows XP based program.



# SpeedShift Version 2.0

The screenshot shows a Windows Help and Support window. The title bar reads "Microsoft Support". The main content area displays the following error message:

**Error opening Help in Windows-based programs: "Feature not included" or "Help not supported"**

**Symptoms**

When you click on a help icon in a Windows-based program, you receive the following error message:

"Error opening help in Windows-based programs: 'Feature not included' or 'Help not supported'."

This error message is displayed when you click on a help icon in a Windows-based program. The error message is displayed in the following format:

"Error opening help in Windows-based programs: 'Feature not included' or 'Help not supported'."

**Resolution**

There are two possible causes for this error message:

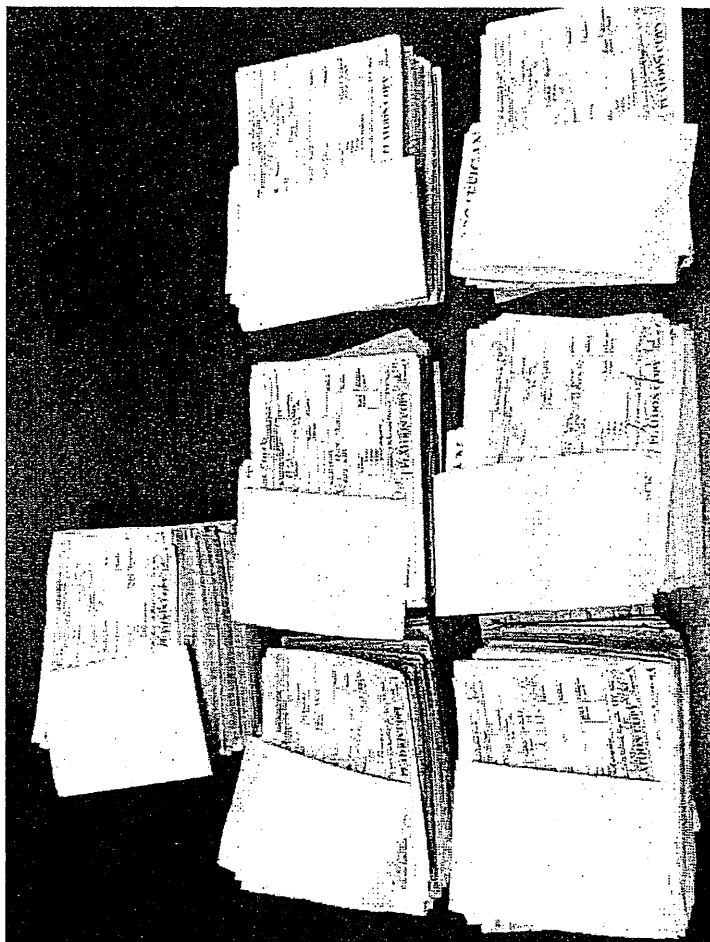
- The help icon in the program is not working properly.
- The help icon in the program is not working properly.

To resolve this error message, you should check the following:

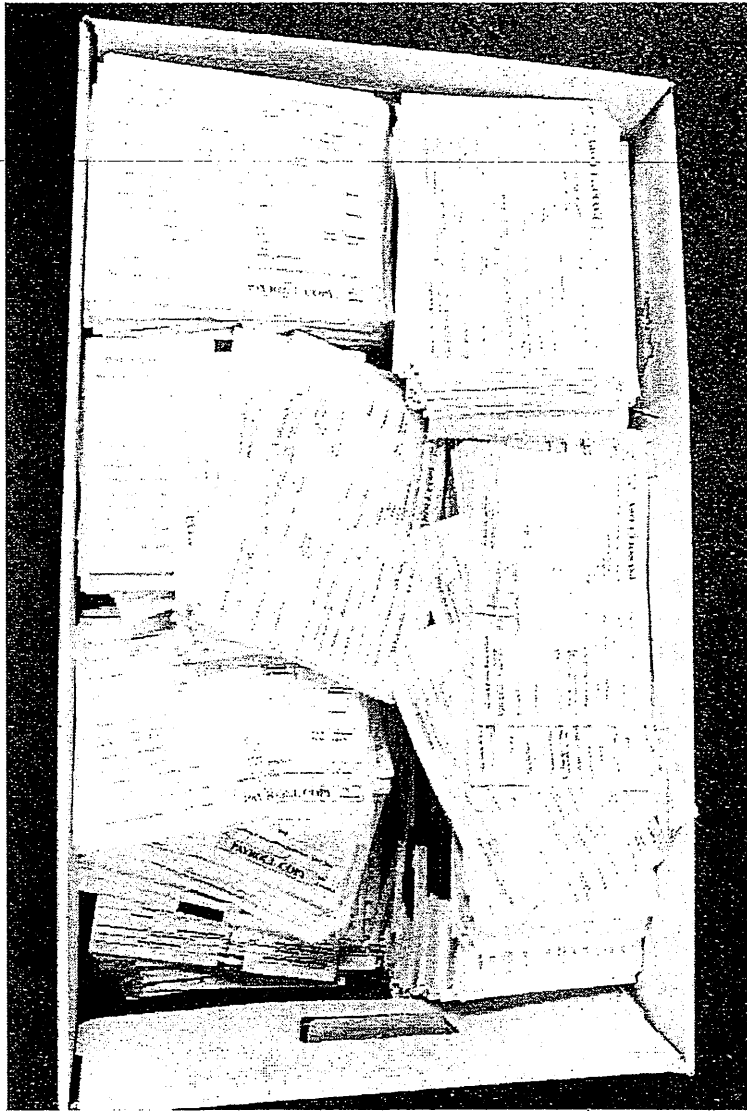
- Make sure that the help icon in the program is working properly.
- Make sure that the help icon in the program is working properly.

The screenshot also shows a taskbar at the bottom with several icons, including the Start button, a clock showing 10:10 AM, and a system tray with icons for network, volume, and power.

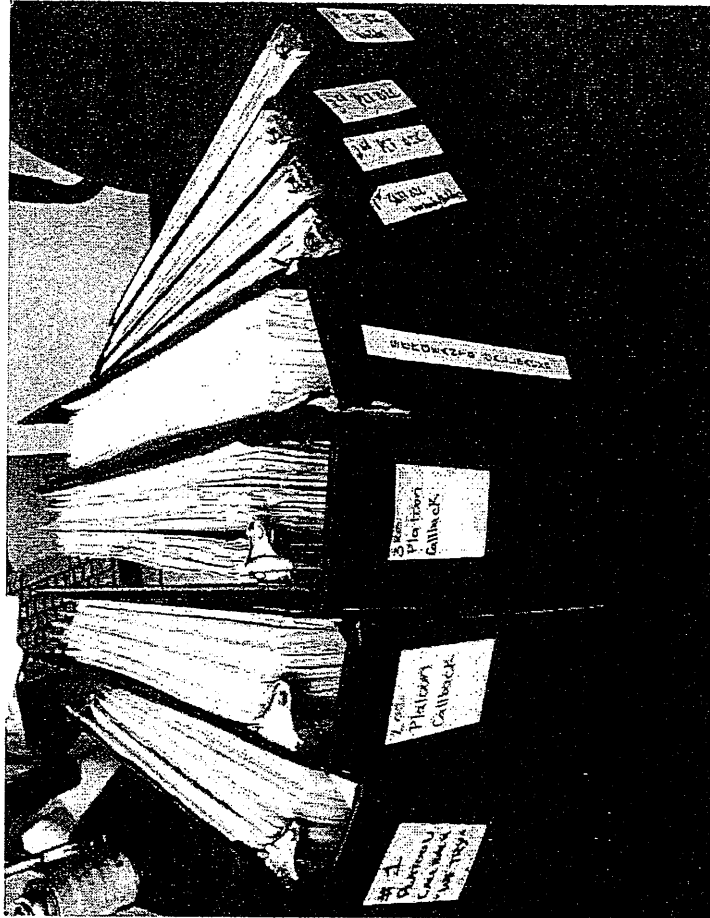
# Current Copies of Slips for 2019 to Date



# 2018 Copies of Payroll Slips



# Current OT/CT Call Back System





# Police Detail Admin Procedures/System

TUESDAY      NYPD DETAIL LOG SHEET      Group 1

Detail Number	Detail Location	Vendor Point #	Class #	Start Time	End Time	Time
Boston School	1 Beacon Center		N	0700	1500	Colleen
UPS	150 Pen Way		H	0730	1130	Colleen
UPS	2119 Post Rd - MEN	593 274-118	Y	0700	1100	Colleen
HQ YH	NYPD Headquarters		04	1500	1900	
Block 101	Block Administrative Group		03	1000		
Sweet	Squad 101, Landonne	491-5945	N	0700		Colleen
	Squad 101, Landonne (Appellate)		Y	0700		
Dave's	Home	734-4300	H	1000		
				1400		
Franklin lobby	2814 Post Rd - security in lobby	734-4090 X 10		0530	1130	
	2814 Post Rd - security in lobby			1130	1730	
MG GAS	160 Archers Rd.	714-786-5461	Y	0900		
	160 Archers Rd.	714-786-5461	N	0900		
Sonic	1134 BHR	318-7825	Y	1200	1600	
	1134 BHR		N	1200	1600	
	1134 BHR		Y	1600	2000	
	1134 BHR		N	1600	2000	

# Emergency Management Application

- In 2018, the Lawrence MA Fire Department utilized CrewSense to fill 100 assignments/details in two hours.
- The same process here in Warwick would take days to accomplish.
- This time difference could be critical in an emergency situation for both the WFD & WPD.



CODE: 30-340 Police/Service Contract

**FY20**

**SECTION 56-6**

**Bid2020-044 EnCase Software Maintenance & Upgrades**

Opentext, Inc.  
24685 Network Pl.  
Chicago, IL 60676

Contract Award \$2,990.57

Contract Period August 22, 2019 - August 21, 2020

# CITY OF WARWICK

Colonel Rick J. Rathbun  
Chief of Police



MAY 06 2019 Joseph J. Solomon  
Mayor

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

May 6, 2019

Mrs. Patricia A. Peshka, Purchasing Agent  
Warwick City Hall  
3275 Post Road  
Warwick, RI 02886

RE: Request for Spending Authorization  
City Ordinance 56-6 Exception to bid  
Guidance Software Maintenance and Upgrades- EnCase

Dear Mrs. Peshka:

The Police Department Computer Forensics Unit utilizes a Forensic Software Program called Encase. This Encase software is widely used by Law Enforcement Agencies throughout the country. The system is endorsed and training is provided by the National White Collar Crime Center. This software is used for the forensic examination, analysis and extraction of data from a wide variety of computer devices.

This Encase software is proprietary to Open Text Inc. Updates and maintenance can only be obtained from Open Text, Inc. This is true of any specialty software. As a result, upgrades, maintenance and support are sole source to whatever company makes the product.

The need for this kind of analysis in modern police work is constant and increasing. Our Forensic Unit utilizes this software on a daily basis. The examination of PC's Laptops, Tablets, and especially the examination of smart phones has become an integral part of a great many police investigations, and is a vital tool for our Detective Division.

The total cost of the security keys and a reactivation key, as well as maintenance upgrades is **\$2,990.57**. A copy of the quotes for this upgrade and security key purchase is included with this letter.

If approved, financing for this contract would come from the Police Department Operating Budget, Budget Code # 30-340, Service Contracts. This would be a 1 year contract valid from August 22, 2019 through August 21, 2020. The current contract expires August 21, 2019.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Lori Michailides".

Lori Michailides

Major

Administrative Bureau Commander



Open Text Inc  
 2950 S Delaware Street  
 Bay Meadows Station 3 Building  
 San Mateo CA 94403  
 USA

**Bill To:**

Joseph Mee  
 Warwick Police Department (RI) - 10447141  
 3275 Post Rd  
 Warwick, RI, 02886-7145  
 United States

**Renewal Notice**

Date: 4/1/19  
 Reference Number: RC434484  
 Contract Number: G-RR2561  
 Maintenance Term Start Date: 8/22/19  
 Maintenance Term Expiration Date: 8/21/20  
 Quote Expires: 8/21/19  
 Payment Terms: Net 30  
 Previous PO Number: 2501283-00

**Ship To:**

Warwick Police Department (RI) - 10447141  
 3275 Post Rd  
 Warwick, RI, 02886-7145  
 United States

**End User Information:**

Warwick Police Department (RI) - 10447141  
 3275 Post Rd  
 Warwick, RI, 02886-7145  
 United States

QTY	PRODUCT	AMOUNT
1	EnCase Forensic Maintenance 08/22/19 to 08/21/20	1000045135
1	EnCase Forensic Maintenance 08/22/19 to 08/21/20	1000045135
1	Guidance Prime Protect-FY 08/22/19 to 08/21/20	1000047414
1	EnCase Processor (+EDS) Codemeter Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 00320-12559 Unique Name: G2002035353	1000046150
1	EnCase Processor (+EDS) Codemeter Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 00562-12552 Unique Name: G2002036249	1000046150
1	EnCase Processor (+EDS) Codemeter Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 01021-12589 Unique Name: G2002035372	1000046150
1	EnCase Processor (+EDS) Codemeter Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 06651-12579 Unique Name: G2002035371	1000046150
1	LE/GOV EnCase Forensic HL USB Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 14118-12629 Unique Name: G3002092371 Serial #: G3002092371	1000046111
1	EnCase Forensic (+EDS) Codemeter Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 17248-12550 Unique Name: G2002073551	1000046095
1	LE/GOV EnCase Forensic HL USB Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 66650-12502 Unique Name: G3002092369 Serial #: G3002092369	1000046111



## Renewal Notice

Reference Number:

RC434484

QTY	PRODUCT	AMOUNT
1	LE/GOV EnCase Forensic HL USB Security Key Maintenance 08/22/19 to 08/21/20 Unique #: 78053-12586 Unique Name: G3002092370 Serial #: G3002092370	1000046111

Send Payments To:  
OpenText Inc.  
24685 Network Place  
Chicago, IL  
60673-1246  
US

Banking Information:  
JPMORGAN CHASE BANK, N.A.  
Bank Account: 802909309  
Swift: CHASUS33  
PlusGiro: 071000013

Subtotal	2,990.57 USD
Tax	0.00 USD
Total	2,990.57 USD
<b>Total After 8/22/19</b>	<b>3,080.29 USD</b>

Taxes are subject to change

### Important Reminder

Renewals on or after the term start date are considered late; a late payment charge will apply and is included herein for reference. Pricing is valid through the quote expiration date, after which time a new quote will be provided, and additional fees assessed.

### Pay Online by Credit Card or Upload a Purchase Order:

<https://support.opentext.com/rr-RC434484-299057>

Direct All Inquiries to:  
Kerry Kanold @ 519 888 7111 x 3354 or [supportrenewals@opentext.com](mailto:supportrenewals@opentext.com) or Fax:  
Please reference #RC434484

**By accepting this Renewal Notice you authorize OpenText to invoice you for this support renewal. Should you wish to accept this Renewal Notice through your signature, please sign and email this Renewal Notice to [supportrenewals@opentext.com](mailto:supportrenewals@opentext.com) or fax to**

By signing this Renewal Notice or accepting it by email or by issuing a purchase order for the amount set forth above, without introducing changes to the terms, to renew the Support Services or by paying such amount you have entered into a valid agreement for the provision of Support Services on the terms and fees set out herein. You, (i) confirm that you have read, understood and agree to the terms and conditions accompanying this Renewal Notice; and (ii) warrant that you have the authority to bind the End User (Customer) identified above to the details of this Renewal Notice and that no further steps, approvals or authorisations are required to be obtained. OpenText is authorised to issue an invoice for the amounts specified in this Renewal Notice. In the event you require a purchase order or any other document to be issued in order to renew the Support Services, you acknowledge and agree that any preprinted terms contained in or accompanying such purchase order shall have no legal effect even if such purchase order is later in time or OpenText acknowledges or issues an invoice to Customer after receiving the purchase order.

Authorized Signature:

Name (printed):

Email Address:

Bill To Address (if different from above):

Date:

Title:



## Renewal Notice

Reference Number:

RC434484

### Terms and Conditions

- With your acceptance of this Renewal Notice OpenText agrees to supply, and Customer agrees to buy, Support Services specified in the Renewal Notice in accordance with the terms and conditions set out in the applicable Software Maintenance Program Handbook available at [www.opentext.com/agreements](http://www.opentext.com/agreements) ("SMPH") and in either (i) the Software Support Terms and Conditions for the country of the OpenText entity named in this Renewal Notice, available at [www.opentext.com/agreements](http://www.opentext.com/agreements), or (ii) a signed agreement between you and Open Text covering the provision of Support Services.
- All Support Software must be licensed by Customer in accordance with the applicable software license agreement signed by the parties, or in the absence of such signed agreement, under the terms of the applicable OpenText End User License Agreement ("EULA") in force at the time of the original software license purchase for the country of the OpenText entity from which the Support Software was purchased. The current EULA is available at [www.opentext.com/agreements](http://www.opentext.com/agreements).
- OpenText will issue an invoice to Customer and payment is due on or before the date specified on the invoice. A failure to pay the invoice on the due date may entitle Open Text to suspend or terminate the Support Services.
- If you have purchased additional support packages, OpenText customer support services are provided in accordance with the terms of and governed by the applicable OpenText support handbook applicable to the relevant support program subscription sent to you with this quote or available on [www.opentext.com/agreements](http://www.opentext.com/agreements).
- **Hardware Service Contract:** Where your Renewal Notice includes a hardware service contract, you understand that a failure to provide a Purchase Order due date (if applicable), the hardware manufacturer has the right to conduct an on-site inspection (at your expense) of your equipment before acceptance.

- **Billing/Invoice Address:**

If different from quote, please complete the following:

Bill To Company: \_\_\_\_\_

Bill To Contact: \_\_\_\_\_

Bill To Address: \_\_\_\_\_

- **Bill To Arrangements:** If you are a third party payer renewing Open Text support on behalf of an Open Text software End User, then you hereby confirm that, by submitting this Renewal Notice, the End User is purchasing support from OpenText on the terms of the applicable SMPH and that the End User constitutes the "customer" under the SMPH located at [www.opentext.com/agreements](http://www.opentext.com/agreements). You acknowledge that payment is on behalf of the End User and that you have no rights to the support services and any failure to make payment to OpenText of any amount due shall be deemed a failure by End User to pay such amount. OpenText may require that you provide confirmation of End User's acceptance of the terms of the SMPH. OpenText may contact the End User directly. You shall not make any representations, warranties, or guarantees regarding OpenText support services or products and you agree to indemnify OpenText against any and all claims arising as a result of a breach of the foregoing obligations.

"Go Green" To align with OpenText's corporate efficiency goals, OpenText will deliver a PDF copy of your invoice to the same email address this Support Renewal is being delivered to, unless you specifically request otherwise. If you would prefer an alternate delivery method or that the invoice be sent to an alternate email address, please contact [einvoice@opentext.com](mailto:einvoice@opentext.com).

CODE: 210-003 Community Program/Office Expenses 555

**FY20**

**SECTION 56-6**

**Bid2020-045 Participation in State of RI Regional Analysis  
of Impediments to Fair Housing**

RI Housing  
44 Washington St.  
Providence, RI 02903

Contract Award: \$5,000.00

Contract Period: 1-Time Purchase




**CITY OF WARWICK**

**JOSEPH J. SOLOMON, MAYOR**

**MEMORANDUM**

TO: Patricia A. Peshka, Purchasing Agent

FROM: William R. Facente, Acting Program Coordinator / Housing Officer 

DATE: Wednesday, May 08, 2019

RE: Section 56-6(2) Exception to Bid – Participation in State of Rhode Island Regional Analysis of Impediments to Fair Housing.

Please accept this memorandum and the attached documents as request from the Office of Housing & Community Development to include Participation in the State of Rhode Island Regional Analysis of Impediments to Fair Housing, requested under Section 56-6(2) of the City of Warwick's Code of Ordinances, on the May 20, 2019 City Council Finance Committee's Agenda for award.

As part of the City of Warwick's participation in the US Department of Housing & Urban Development's Community Development Block Grant Program ("CDBG"), the Office is required to complete a 5-Year Consolidated Plan ("Plan") that includes a separate addendum entitled "Analysis of Impediments to Fair Housing ("Analysis"). The Plan & Analysis are scheduled to be undertaken and submitted as part of the Office's 2020 Annual Action Plan that runs from July 1, 2020 – June 30, 2021. The Plan & Analysis are a very detailed, labor intensive review of the anticipated needs that face the City of Warwick in assisting low to moderate income individuals and families with respect to availability and delivery of public services, creation and availability of affordable housing, and issues impacting special needs populations. The requirement of producing a 5-Year Plan and Analysis falls not only on the City of Warwick, but on each of the State's other CDBG Entitlement Communities, and the State of Rhode Island's Office of Housing and Community Development.

The State of Rhode Island's Office of Housing & Community Development ("RIOHCD") along with RI Housing, solicited bids for consulting services to prepare the State of Rhode Island's 5-Year Consolidated Plan and a Statewide Analysis to Impediments to Fair Housing. Each of the five (5) CDBG Entitlement Communities were approached to participate and were asked to provide compensation for their community specific portion of the plan.

---

**OFFICE OF HOUSING & COMMUNITY DEVELOPMENT**  
3275 POST ROAD • WARWICK, RI 02886 • 401-738-2009

RIOHCD worked with RI Housing to develop a bid list of qualified vendors for research and reporting services under a three year term with possible extensions. According to Michael Tondra, Chief of the RIOHCD, & Brian DeChampeau, of RI Housing, twelve (12) responses to the RFP were received and ten (10) were deemed to have met the minimum criteria to be included on the solicitation list. The OHCD & RI Housing then solicited costs from four (4) qualified vendors to provide pricing to complete the State's 5-year Consolidated Plan & Statewide Analysis of Impediments to Fair Housing. The Committee then selected Mulligan & Lonnegran Associates, of Pittsburgh, PA, in partnership with Cloudburst Consulting Group, Landover, MD as the selected firm to perform the task. The RIOHCD & RI Housing provided the following reason for their selection of Mullin & Lonnegran/Cloudburst:

*"Mullin & Lonnegran/Cloudburst was selected to perform the work by RIH and OHCD. This selection was made for the following reasons:*

- *Best Price: The M&L/Cloudburst proposal was approximately \$15,000 lower based on prices listed for required services.*
- *Outreach Approach: M&L/Cloudburst demonstrated a more developed approach to community outreach that was judged more likely to be effective.*
- *Experience: both proposals demonstrated significant experience and success with similar efforts.*

*Proposal: M&L/Cloudburst was judged to have a higher quality proposal, reflecting an approach to communication that is more likely to lead to a useful process and work product that engages target audiences."*

Mullin & Lonnegran/Cloudburst submitted a bid of \$35,600 to perform the selected services pertaining to the Statewide Analysis. The Office tentatively agreed to provide \$5,000 towards to the overall cost of the plan. The Cities of Pawtucket, East Providence & Cranston are also contributing \$5,000 towards their respective portions.

The last time the Office paid to have an Analysis performed was in FY 2011 and the cost at that time as part of its 5-Year Plan was \$3,500 - \$5,000. In speaking to my counterpart in Pawtucket, they recently solicited bids independently of the State/RI Housing and for just the Analysis they received a single quote of \$29,775.

The Office is requesting approval of a Section 56-6(2) exception to bid to allow the Office to enter into a contract with RI Housing, with a maximum contract amount of \$5,000, to facilitate the completion of the federally required Analysis of Impediments to Fair Housing for the City of Warwick. The Office anticipates substantial savings in the production of the Analysis by partnering with the State and sharing in the overall costs. This is a one-time request/purchase for a not to exceed amount of \$5,000.00 being charged to Budget Codes: **210.003** in FY 2020.

Attached to this memorandum are the supporting documents the Office received from RI Housing & the State of Rhode Island's Office of Housing & Community Development.



## Facente William R

---

**From:** Tondra, Michael (DOA) <Michael.Tondra@doa.ri.gov>  
**Sent:** Tuesday, March 19, 2019 10:52 AM  
**To:** Facente William R; Freedman, Emily; Soares, Edward; jboyle@pawtucketri.com; dbachrach@cityofeastprov.com; ffalcone@cranstonri.org; Chris Carcifero; ssusi@CranstonRI.org  
**Subject:** RE: Consolidated Plan/Analysis of Impediments - Follow up  
**Attachments:** ConPlanBidSelect.docx; MullinLongCIMain2.pdf; MullinLongCIMain.pdf; MullinLongCIResp.pdf

We have completed the bidder selection process (narrative summary attached). The selected vendor is Mullin & Lonnegan/Cloudburst. Their experience and expertise make them a strong candidate for the project (their bid response(s) attached).

The price of producing the Statewide Analysis of Impediments to Fair Housing, plus the associated public outreach, comes to \$35,600.

Many of you previously indicated support for the project and/or a willingness to contribute to the overall budget. I'd like to now get an idea of any financial commitment entitlements are willing to make available to this overall effort. Please respond to this email and let me know what amount you could contribute to the Statewide AI.

If you would like to meet to discuss this matter further, please do not hesitate to contact me at (401) 556-3838.

Thanks,  
Mike

---

**From:** Tondra, Michael (DOA)  
**Sent:** Wednesday, January 09, 2019 2:46 PM  
**To:** Facente William R <william.r.facente@warwickri.com>; Freedman, Emily <Efreedman@providenceri.gov>; Soares, Edward <esoares@PAWTUCKETRI.com>; jboyle@pawtucketri.com; dbachrach@cityofeastprov.com; ffalcone@cranstonri.org; Chris Carcifero <ccarcifero@woonsocketri.org>; ssusi@CranstonRI.org  
**Cc:** Sullivan, Laura (DOA) <laura.sullivan@doa.ri.gov>  
**Subject:** Consolidated Plan/Analysis of Impediments - Follow up

It would appear from responses to my November 27<sup>th</sup> email that many/most of the entitlement communities are interested in working with the State to develop a "Statewide" Analysis of Impediments to Fair Housing. Several of you also indicated possible financial support for the effort (pending final determination of cost).

Rhode Island Housing had previously issued a request for qualifications to develop a "stable" of potential firms that could be secured quickly for tasks such as this. A follow-up RFP (to be issued only to those firms qualified through the first process) is planned, providing a more detailed scope of work (draft attached). Since some of you may ultimately use your local/federal resources in support of this initiative, I thought it prudent to run the language of the RFP by you for consideration. I apologize for the short notice but Rhode Island Housing would like to issue this RFP by close of business on Friday. Therefore, if at all possible, please provide your responses by noon on Friday.

Specifically, please let me know if:

- 1) Any changes in the language of the RFP are suggested/necessary;
- 2) Is there any issue with solely requesting responses from the bidder's list previously established by RI Housing?
- 3) Is more time necessary to properly response?

Thank you. Should you have any questions or wish to review the previous RFP (bidders list) or responses, please let me know and they can be forwarded to you immediately.

Mike

>>>Excerpt of 11/27 Email Below>>>

The State Office of Housing and Community Development, in conjunction with Rhode Island Housing, is working to secure a consultant to update its Consolidated Plan (CP) in 2019. This effort will likely include updates to the State's Citizens Participation Plan (CPP) and Analysis of Impediments to Fair Housing (AI). We wanted to reach out to the State's entitlement communities to assess if any/all of you would like to work with us to preserve/update the "Statewide" AI (previously developed). Please reply to this email, responding to the following questions, at your earliest convenience.

...

**Explanation received from RI Housing & RI Office of Housing & Community Development regarding vendor selection:**

An RFP was released in order to create a list of qualified firms for research and reporting services. This was competitive and open process. 12 responses were received, and 10 of those respondents met the minimum criteria identified by RIHousing. The 10 approved firms were independently scored by a selection committee comprised of RIHousing staff members for each service offered and ranked based on those scores.

Selected vendors were placed on a Bidder List for a term of three years, with two one-year extensions at the sole option of RIHousing. As the projects had not yet been identified at the time of the RFP, vendors selected to participate in the Bidder List entered into an "on-call" style agreement. There is no guarantee of any level of spending activity to a vendor or vendors selected for this Bidder List.

For the tasks in the current solicitation, the four firms with the highest scores for the relevant tasks were sent a bid solicitation letter, asking for a more detailed proposal on the specific services requested. These four responses were reviewed by a group of OHCD and RIHousing staff. Two responses, those by Mullin & Lonnegran/Cloudburst and Western Economic Services were selected as the two finalists.

Mullin & Lonnegran/Cloudburst was selected to perform the work by RIH and OHCD. This selection was made for the following reasons:

- Best Price: The M&L/Cloudburst proposal was approximately \$15,000 lower based on prices listed for required services.
- Outreach Approach: M&L/Cloudburst demonstrated a more developed approach to community outreach that was judged more likely to be effective.
- Experience: both proposals demonstrated significant experience and success with similar efforts.
- Proposal: M&L/Cloudburst was judged to have a higher quality proposal, reflecting an approach to communication that is more likely to lead to a useful process and work product that engages target audiences.

Mullin & Lonnegran/Cloudburst will perform the following tasks pursuant to a contract executed by RIHousing and OHCD:

- Citizen Participation Plan;
- Consolidated Plan for the State of Rhode Island;
- Regional Analysis of Impediments to Fair Housing (AI) covering all entitlement communities in Rhode Island and the balance of state;
- Strategic Housing Plan for the State of Rhode Island

## Vendor Information & Scoring from RI Housing & RI OHCD

### Firms Submitted:

- AREA
- BAE Urban Economics
- BBC Research & Consulting
- Econometrics, Inc.
- Gleason Housing Strategies
- HousingWorks RI
- Lisa Sturtevant & Associates
- M. Meyer Development Consulting Services, LLC
- Mullin & Lonergan Associates
- Ninigret Partners
- Urban Partners
- Western Economic Services, LLC

### Firms that did not Meet Minimum Threshold:

- AREA: did not include affirmative action statement
- Lisa Sturtevant & Associates: did not include major decision-maker response, PII protection certification, contact certification

### Ranking of Qualified Firms with Score

1. Mullin & Lonergan Associates: 19.5 points
2. BAE Urban Economics: 19 points
3. Western Economic Services, LLC: 18.5 points
4. BBC Research & Consulting: 18.5 points
5. Econometrica, Inc.: 17.5 points
6. Urban Partners: 16.5 points
7. Ninigret Partners: 13.5 points
8. HousingWorks RI: 12.5 points
9. Gleason Housing Strategies: 10 points
10. M. Meyer Development Consulting Services, LLC: 10 points

<b>COMPANY NAME:</b>		
Proposed Service:		
<b>Evaluation Criteria</b>	<b>Scoring</b>	<b>Score</b>
<b>Company Background, Profile and Operations</b>		
<b><i>Track Record</i></b>		
Proposal does not demonstrate agency experience or expertise	1	
Proposal demonstrates adequate agency experience	2	
Proposal provides in-depth information on agency track record and significant level of experience	3	
<b><i>Experience with public/ quasi-public agencies</i></b>		
No experience working with public/ quasi-public agencies	0	
Experience working with at least 5	2	
Experience working with more than 5	3	
<b>Company Resources, Expertise, and Experience</b>		
<b><i>Experience with similar projects</i></b>		
Does not demonstrate successful experience with similar projects	1	
Limited successful experience with similar projects ( <i>up to 5 demonstrated</i> )	2	
Significant successful experience with similar projects ( <i>more than 5</i> )	3	
For Attachment A respondents only- Demonstrated familiarity with HUD CPD program requirements (0= no experience)	0-3	
<b><i>Quality of work samples</i></b>		
Work samples not responsive to instructions and/or not compelling, clear, or of poor quality	1	
Work samples responsive to instructions, clear and of good quality	2	
Work samples responsive to instructions; clear, compelling and creative in their approach	3	

<b>Workplan and Budget</b>		
<i><b>Quality of Proposal</b></i>		
No project approach and/or proposal lacks understanding of objectives and key requirements	1	
Proposal outlines project approach that is reasonable and addresses most of the elements requested	2	
Proposal is clear complete, innovative, shows understanding of objectives/requirements	3	
<i><b>Capacity of Team</b></i>		
Limited # staff demonstrate required skill sets/experience conducting proposed work	1	
Adequate # staff demonstrate required skill sets/experience conducting proposed work	2	
Deep bench of well experienced staff w/ skills required to conduct proposed work	3	
<i><b>Company Renumeration</b></i>		
Fees, fee structure unclear and/or significantly higher than other bidders	1	
Fees, fee structure clear and competitive with other bidders	2	
Fees, fee structure clear and significantly lower than other bidders	3	
	<b>TOTAL SCORE:</b>	

*RIHousing*

**Proposal to Provide a Range of  
Services to Prepare HUD Plans  
& Reports**

October 12, 2018



THE  
**CLOUDBURST**  
GROUP

&



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# Transmittal Letter

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October 12, 2018

Christine Hunsinger, Assistant Deputy Director  
Policy & Research  
RIHousing

SENT VIA EMAIL: [chunsinger@rihousing.com](mailto:chunsinger@rihousing.com)

Dear Ms. Hunsinger:

Mullin & Lonergan Associates, in collaboration with Cloudburst Consulting Group, is pleased to submit its proposal to provide a range of professional services to RIHousing for the preparation of HUD Report and Planning documents.

*M&L's housing experience is the intersection of research, analysis, planning, finance packaging and physical housing development—all of which make our firm uniquely suited to undertake this assignment. For housing studies, our younger staff are exceptionally savvy in identifying databases for analyzing a housing market, enumerating housing need by income, mapping multiple variables to reveal significant trends, and researching best practices to craft a set of realistic recommendations tailored to the unique conditions of a community. Our more experienced professional staff with years of experience in housing financing and housing development offer practical insight from the perspective of the housing developer. Our recommendations are not lofty goals; they are focused on data-driven analysis with practical, implementable recommendations with results-oriented strategies.*

*M&L's community development experience and expertise in HUD's CDBG and HOME Program further enhance our unique set of credentials. We have assisted grantees with creating Neighborhood Revitalization Strategy Areas (NRSAs). We have prepared Analysis of Impediments to Fair Housing Choice and Assessment of Fair Housing documents for States, urban counties, cities and public housing authorities. Most notably, our professional staff's collective experience in developing comprehensive plans, zoning ordinances, housing plans and policies, relocation and redevelopment plans, and other community development initiatives provides our team with a substantial working knowledge of local government programs, policies and statutes that must be analyzed when identifying the impact of these on affordable housing and fair housing choice.*

Should you require additional information, please contact Marjorie Willow, Principal-in-Charge for this project, at (412)323-1950 or via email at [marjoriw@mandl.net](mailto:marjoriw@mandl.net).

Sincerely,

A handwritten signature in cursive script, appearing to read 'M. Willow', written in black ink.

Marjorie Willow, AICP  
Principal

## A. General Firm Information

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Mullin & Lonergan Associates is a housing and community development consulting firm with offices in Pittsburgh and Mechanicsburg, PA. Formed in 1965, Mullin & Lonergan was consolidated into Northeast & Bucks Company in 1979. Although the legal name of our firm is Northeast & Bucks Company, we use the trade name of Mullin & Lonergan Associates because of the goodwill and recognition that we have built with our clients and within our industry for more than 50 years. To our clients, the firm is known simply as "M&L." We are a Sub S Corporation incorporated within the Commonwealth of Pennsylvania.

Our clients include units of government (boroughs, townships, cities, counties, states), HUD CDBG entitlements, HOME Participating Jurisdictions, Continuums of Care, public housing authorities, nonprofit organizations, planning agencies, state housing finance agencies, and economic development organizations. We are members of the National Association of Housing and Redevelopment Officials (NAHRO), the Pennsylvania Association of Housing and Redevelopment Authorities (PAHRA), and the National Association for County Community and Economic Development (NACCED). M&L meets the definition of a small business with a workforce comprised of 20 employees. These include housing specialists, community planners (several of whom are AICP certified), economic development planners, local government specialists, and finance specialists.

For the purposes of all matters relating to this proposal, M&L's contact person and Principal-in-Charge is Marjorie Willow, AICP.

<b>Authorized Contact to Discuss Proposal:</b>	Marjorie Willow, AICP marjorie.w@mandl.net
<b>Name of Company:</b>	Northeast and Bucks Company T/A Mullin & Lonergan Associates, Inc. www.mandl.net
<b>Date Established:</b>	1965
<b>Principal Shareholders:</b>	Michael J. Kearney, President/CEO Thomas J. Lonergan, Vice President/CFO William P. Wasielewski, AICP, Secretary Marjorie Willow, AICP Laura Northup
<b>Corporate Office:</b>	2 Kacey Court, Suite 201 Mechanicsburg, PA 17055
<b>Address of Office where Work will be Performed:</b>	800 Vinial Street, Suite B-414 Pittsburgh, PA 15212

Phone:

(412) 323-1950

M&L's organizational chart is included on the following page.

# Mullin & Loneragan Associates Organizational Structure



M&L's partner in this assignment will be Cloudburst Consulting Group. Founded in 2005, Cloudburst is an economically disadvantaged women-owned small business certified by the US Small Business Administration and based in Landover, Maryland. Cloudburst is an impact-driven firm focused on improving the effectiveness of programs that support low-income and vulnerable populations. The firm applies an evidence-based approach to increase a client's capacity and ability to implement environmental, social, and economic change.

Cloudburst is one of HUD's leading technical assistance providers on the agency's Community Planning and Development (CPD) programs, grants and requirements. Team members have decades of experience in managing and supporting HUD programs. Since 2012, Cloudburst has been HUD's leading technical assistance providers on the eCon Planning Suite and community planning and, in the past year, has supported HUD in developing resource and training materials to align the eCon Planning Suite and the Assessment of Fair Housing.

M&L will be the prime contractor for this assignment, if selected, and assisted by Cloudburst as a subcontractor. M&L has collaborated on numerous projects with Cloudburst in the recent past, including:

Commonwealth of Puerto Rico Comprehensive Housing Plan (2011)

City of San Antonio Comprehensive Community Revitalization Strategy (2012)

State of Iowa Analysis of Impediments to Fair Housing Choice and Consolidated Plan (2015)

State of New York Analysis of Impediments to Fair Housing Choice (2015-2016)

City of Takoma Park, Maryland Housing & Economic Plan (2017)

State of Kansas Analysis of Impediments to Fair Housing Choice and Consolidated Plan (2018)<sup>1</sup>

State of Idaho Consolidated Plan and Update of County-Level Housing & Demographic Data Profiles (2018-2019)<sup>2</sup>

---

<sup>1</sup> In progress

<sup>2</sup> In progress



## B. Proposed Services

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M&L is proposing to provide services for:

**Attachment A:** Production of plans and reports required by HUD in conjunction with Office of Community Planning Development (CPD) programs



## C. Experience & Resources

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### Capabilities of M&L

The following pages describe M&L's experience and capacity to carry out the proposed services.

### Assessments of Fair Housing

M&L completed and submitted to HUD four AFH documents:

2016: **Joint AFH for the City of Harrisonburg, VA and Harrisonburg Redevelopment & Housing Authority** was the first AFH received by HUD on September 28. HUD acceptance letter received.

2016: **Joint AFH for the Urban County of Dauphin County, PA and the Housing Authority of the County of Dauphin** submitted in October. HUD acceptance letter received.

2017: **Joint AFH for the City of New Rochelle, NY and the City's Section 8 Office** submitted in June. HUD acceptance letter received.

2017: **Regional AFH for the Rocky Mount, NC HOME Consortium** on December 27, 2017. This AFH was not reviewed by HUD but was adopted by the Consortium as its updated AI.

Marjorie Willow, AICP and Principal-in-Charge for this proposal, presented at state and national conferences on the AFH:

*Preparing the AFH: Lessons Learned from Harrisonburg, VA and Dauphin County, PA* at the 2016 Annual Conference of the National Association for County Community & Economic Development (NACCED), Pittsburgh, PA, September 2016

*Get S.M.A.R.T.: Writing Effective AFH Goals* at the 2017 Annual Conference of the National Association for County Community & Economic Development (NACCED), Portland, OR, September 2017

*Preparing the AFH: Lessons Learned from Early Submitters* at the 2017 Governor's Conference on Housing & Economic Development, Atlantic City, NJ, October 2017

*Making the Most of Your AFH: Best Practices Learned from Early Submitters* at the 2017 National Conference of the National Association of Housing and Redevelopment Officials (NAHRO), Pittsburgh, PA, October 2017

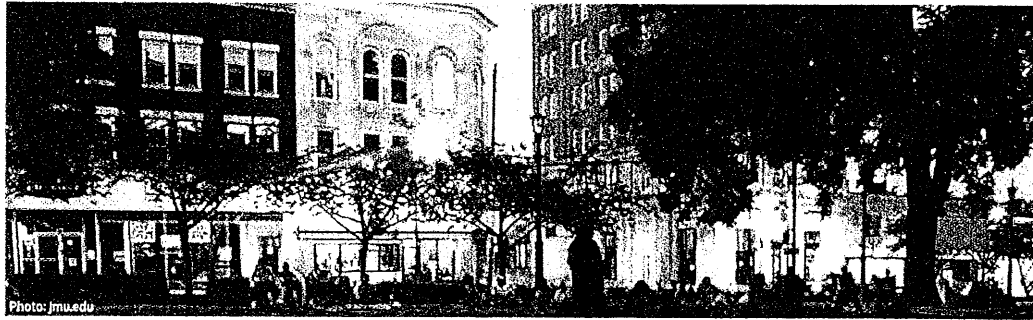
Examples of our completed AFH work follow this page.



## Harrisonburg, VA

### ASSESSMENT OF FAIR HOUSING, 2016

The City of Harrisonburg and the Harrisonburg Redevelopment and Housing Authority collaborated on one of the first Assessments of Fair Housing in the nation, marking a sea change in the way municipalities approach fair housing issues. M&L led an extensive public engagement process and analyzed data about segregation, poverty, neighborhood opportunity, persons with disabilities, publicly supported housing, and more. The goals resulting from the AFH process included expanding housing choice, increasing homeownership, improving transit, and strengthening enforcement. The accompanying metrics were used by the City and HRHA to guide strategic funding decisions for the next five years.

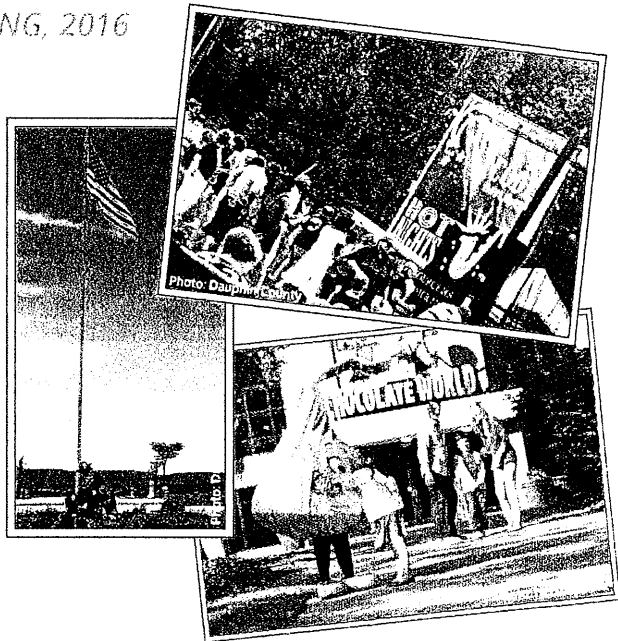


[mandl.net/projects/harrisonburg-afh](http://mandl.net/projects/harrisonburg-afh)

## Dauphin County, PA

### ASSESSMENT OF FAIR HOUSING, 2016

Dauphin County's Department of Community and Economic Development and Housing Authority partnered together to prepare a joint Assessment of Fair Housing. After extensive data analysis, M&L identified the major factors that contributed to fair housing across the county. The recommendations designed to help the county address these factors included expanding housing choice, updating zoning codes, investing in outreach and enforcement, improving access for the persons with disabilities, and confronting affordable housing opposition. DCED and HACD relied on these recommendations to construct their next five-year strategic plans.



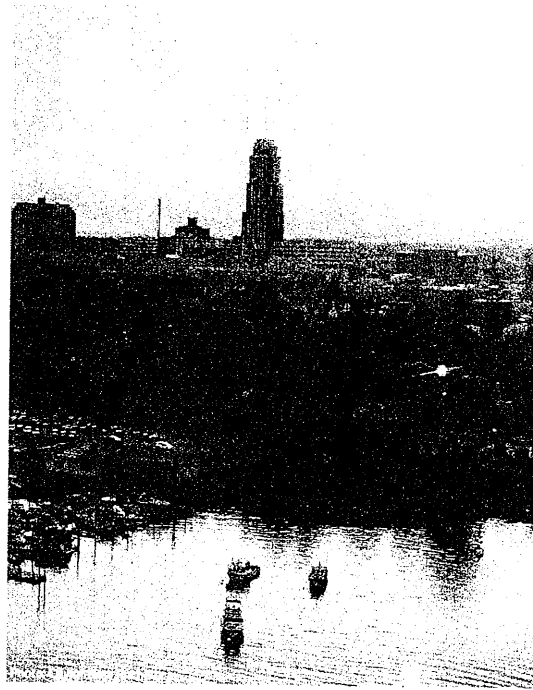
[mandl.net/projects/dauphin-county-afh](http://mandl.net/projects/dauphin-county-afh)

## New Rochelle, NY

### ASSESSMENT OF FAIR HOUSING, 2017

Despite being within one of the wealthiest counties in New York State and only a 30-minute commute to Midtown Manhattan, the City of New Rochelle has retained its own local character and relative affordability. However, the city is not immune to regional trends and is now experiencing new residential development downtown in a significant way for the first time. As a result, residents are worried about the potential for displacement affecting low-income and non-white communities. In addition to the standard analysis required for any AFH, this project called for special strategies to manage the city's stand-alone Housing Choice Voucher program and Affordable Housing Fund.

[mandl.net/projects/new-rochelle-afh](http://mandl.net/projects/new-rochelle-afh)



### Analyses of Impediments to Fair Housing Choice

M&L is highly experienced in the preparation of Analyses of Impediments to Fair Housing Choice (AIs), having prepared more than 80 AIs as depicted in the chart below. In some cases, M&L has prepared successive AIs for the same clients (marked with \*).

M&L AI Client	Pop.
<b>States</b>	
New York (includes an analysis of other entitlements' AIs and a second document devoted to the State's CDBG-DR program)	19,795,791
Iowa	3,090,416
Delaware (includes the City of Wilmington, City of Dover and New Castle County entitlement entities)	885,122
Vermont (exclusive of the City of Burlington)	583,324
<b>Multi-jurisdictional &amp; Regional</b>	
Baltimore Regional Commission (includes Baltimore City, Baltimore County, Harford County, Howard County and Anne Arundel County entitlement entities)	1,881,823
Piedmont Triad Region in North Carolina (covers a 12-county region, including the entitlement cities of Burlington, Greensboro and High Point and the Surry HOME Consortium)	1,641,142
Hampton Roads, VA (covers seven HUD entitlement cities, including Norfolk, Hampton, Newport News, Portsmouth, Suffolk, Virginia Beach, and Chesapeake, VA)*	1,349,673
Wake County / City of Raleigh / Town of Cary, NC / Housing Authority of the County of Wake / Raleigh Housing Authority	998,691
Erie County / Town of Hamburg / ACT Consortium (Amherst, Cheektowaga, Tonawanda), NY	664,132
Cities of Alliance, Canton, Massillon, and the Urban County of Stark County, OH	379,214

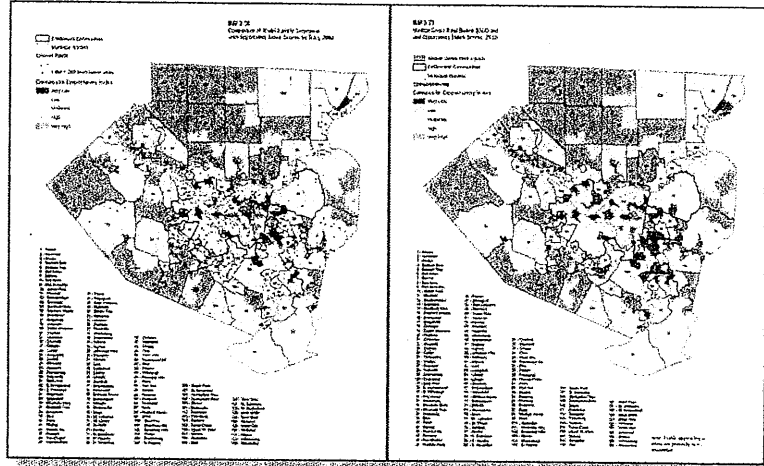
<b>M&amp;L AI Client</b>	<b>Pop.</b>	<b>M&amp;L AI Client</b>	<b>Pop.</b>
<b>Urban Counties</b>		<b>Cities above 100,000</b>	
Allegheny County, PA	925,686	City of Jersey City, NJ	240,055
Cuyahoga County, OH	876,488	City of Yonkers, NY	195,979
Prince George's County / City of Bowie, MD	820,852	City of Columbus / Muscogee County, Ga	189,885
Montgomery County, PA	750,097	Cities of Moline, IL / Rock Island, IL / Davenport, IA	183,311
Bucks County / Bensalem Township, PA	621,643	City of Joliet, IL	152,812
Will County, IL	530,097	City of Naperville, IL	144,864
Passaic County / Wayne Township, NJ	505,672	City of Waterbury, CT	110,189
Morris County / Parsippany, NJ	499,727	City of Erie, PA*	103,717
Chester County, PA	498,886	<b>Cities under 100,000</b>	
Williamson County, TX	422,679	City of Roanoke, VA	97,032
Berks County, PA*	373,638	City of New Rochelle, NY	77,062
Westmoreland County, PA*	369,993	City of Lynchburg, VA	75,568
Will County, IL	338,882	City of Evanston, IL	74,486
Lehigh County, PA	312,090	City of Bethlehem, PA	71,329
McHenry County, IL	308,760	City of Iowa City, Iowa	62,220
Cumberland County / Fayetteville, NC	302,963	City of Gaithersburg, MD	59,880
Erie County, PA ( <i>includes the City of Erie and Millcreek Township entitlement entities and eight non-entitlement communities</i> )	280,294	Lower Merion Township, PA	59,850
Atlantic County, NJ	252,552	City of Council Bluffs, IA	58,268
Dauphin County, PA	251,798	Village of Oak Park, IL	52,524
Travis County, TX	242,519	Millcreek Township, PA	52,121
Cumberland County / Carlisle Borough, PA	241,212	City of Cleveland Heights, OH	49,958
Washington County, PA*	202,897	City of Harrisonburg, VA	48,914
Beaver County, PA*	181,412	City of Annapolis, MD	35,838
<b>Cities above 100,000</b>		City of Atlantic City, NJ*	35,770
City of Colorado Springs, CO	416,427	City of Williamsport, PA	30,706
City of Cleveland, OH	393,806	City of Easton, PA	26,263
City of Sarasota / Urban County of Sarasota County, FL	379,448	City of Lebanon, PA	24,461
City of Buffalo, NY	261,310	City of Johnstown, PA*	23,906
		City of Hazleton, PA	23,329
		City of Ocean City, NJ	15,378

Recent examples of our AI work products are highlighted on the following pages.

## Allegheny County, PA

### ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, 2015

Aided by an extensive stakeholder consultation process, Allegheny County set the context for this analysis as expanding access to housing opportunities. Allegheny Places, the County's first comprehensive land use plan, was taken as a model for incorporating equal opportunity principles. Using the result of this analysis, Allegheny County Economic Development will carry out their federal programs in ways that attempt to balance the revitalization of impacted areas with the creation of new affordable housing choices in high-opportunity areas.

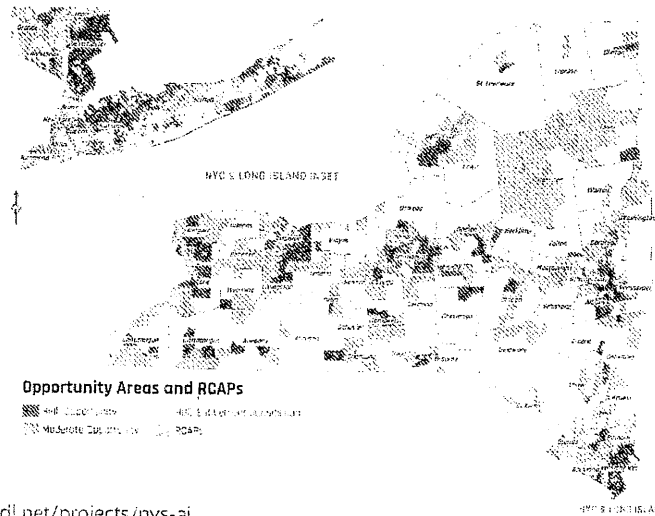


[mandl.net/projects/allegheny-county-ai](http://mandl.net/projects/allegheny-county-ai)

## State of New York

### ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, 2016

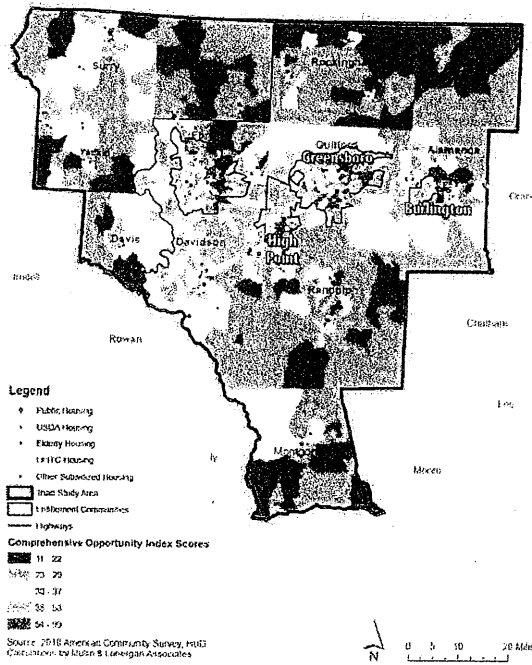
M&L led a team of over 40 experts across eight firms to produce two unique AI documents for New York State Homes and Community Renewal (HCR). In addition to the components standard to every AI, HCR's principal AI included a detailed investigation of the design of



[mandl.net/projects/nys-ai](http://mandl.net/projects/nys-ai)

their own policies and programs, as well as an unprecedented multi-point analysis of the AI of every HUD entitlement in the state. A second AI was comprised of only those counties that received CDBG Disaster Recovery funding following the series of severe weather events in 2011-2012, and included an in-depth assessment of the Governor's Office of Storm Recovery's implementation of the CDBG-DR program.

MAP 38:  
LOCATION OF ASSISTED HOUSING INVENTORY



## Piedmont Triad Region, NC

### REGIONAL ASSESSMENT OF FAIR HOUSING, 2014

A regional effort, this study covered the Cities of Burlington, Greensboro, and High Point, and the Surry HOME Consortium, all of which receive federal funds directly from HUD, as well as 67 other municipalities and 12 counties within the Triad region that are eligible for HUD funding through the state. From our data analysis, M&L identified a clear disconnect between concentrated areas of poor, non-white households and communities with relative "opportunity." Among the priorities identified in the AFH to increase housing choice were expanded public transportation, sustainable employment opportunities close to needy neighborhoods, and more affordable and accessible housing for both renters and homeowners in higher opportunity areas.

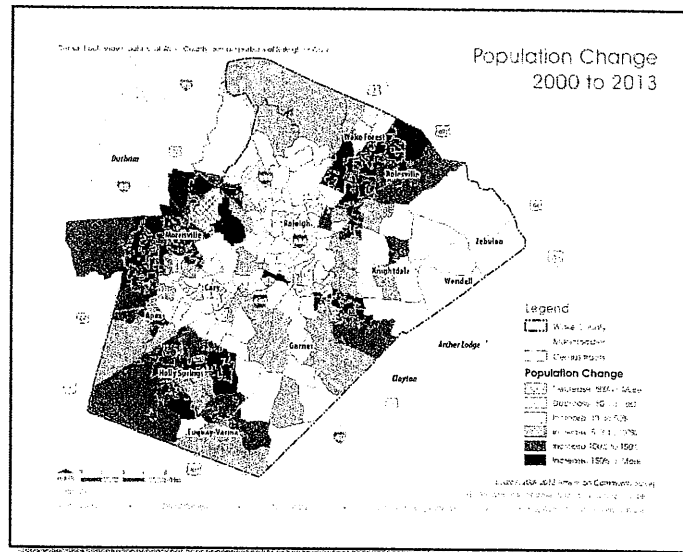
[mandl.net/projects/piedmont-afh](http://mandl.net/projects/piedmont-afh)

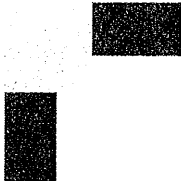
## Wake County, NC

### ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, 2015

A collaboration between five entities - Wake County, the City of Raleigh, the Town of Cary, the Raleigh Housing Authority, and the Housing Authority of the County of Wake - this AI required multiple levels of data analysis to properly address the needs and goals of each one. For example, regional phenomena like housing opportunity and racially/ethnically concentrated areas of poverty were calculated countywide, while local policies like zoning ordinances were reviewed individually. Ultimately, M&L recommended actions that included regional initiatives as well as specific recommendations for each jurisdiction.

[mandl.net/projects/wake-county-ai](http://mandl.net/projects/wake-county-ai)





## Consolidated Plans

We believe our strong background and extensive experience in developing five-year Consolidated Plans serves our clients particularly well given the emphasis on implementing fair housing initiatives through the Consolidated Plan/Annual Action Plan. M&L collaborates with clients to identify practical fair housing goals and metrics that can be implemented and incorporated into the Consolidated Plan and Annual Action Plan.

M&L has prepared Five-Year Consolidated Plans for more than 80 entitlements representing 17 separate HUD offices since 2005, as depicted in the following chart.

*M&L Clients by Local HUD Office*

**HUD Office**

**Atlanta**

Columbus, GA  
Henry County, GA

**Baltimore**

Annapolis, MD  
Bowie, MD  
Hagerstown, MD

**Buffalo**

Amherst/Cheektowaga/Tonawanda, NY  
Buffalo, NY  
Erie County, NY  
Hamburg, NY  
Rochester, NY

**Chicago**

McHenry County, IL  
Oak Park, IL

**Columbus**

Dayton/Kettering, OH  
Springfield, OH  
Youngstown, OH

**Denver**

Colorado Springs, CO  
Rapid City, SD

**Fort Worth**

Waco, TX

**Jacksonville**

Brevard County, FL

**Kansas City**

State of Kansas  
Wyandotte Co/Kansas City, KS

**Newark**

Atlantic City, NJ  
Atlantic County, NJ  
Bloomfield, NJ  
Camden County, NJ  
Gloucester Township, NJ  
Jersey City, NJ  
Monmouth County, NJ  
Morris County, NJ  
Ocean City, NJ  
Parsippany, NJ  
Passaic County, NJ  
Paterson, NJ  
Wayne Township, NJ

**HUD Office**

**New York**

New Rochelle, NY  
Yonkers, NY

**Omaha**

State of Iowa  
Iowa City, IA  
Sioux City, IA  
Waterloo/Cedar Falls, IA

**Philadelphia**

Abington Township, PA  
Allentown, PA  
Bensalem Township, PA  
Berks County, PA  
Bucks County, PA  
Carlisle, PA  
Chester, PA  
Cumberland County, PA  
Dauphin County, PA  
New Castle County, DE  
Norristown, PA  
Reading, PA  
Williamsport, PA  
Wilmington, DE  
York, PA  
Delaware County, PA  
Easton, PA  
Hazleton, PA  
Lehigh County, PA  
Lower Merion Township, PA  
Montgomery County, PA

**Pittsburgh**

Allegheny County, PA  
Beaver County, PA  
Erie, PA  
Johnstown, PA  
McKeesport, PA  
Millcreek Township, PA  
Pittsburgh, PA  
Washington County, PA  
Westmoreland County, PA

**Raleigh**

Burlington, NC  
Cumberland County, NC  
Fayetteville, NC  
High Point, NC

**Richmond**

Hampton, VA  
Harrisonburg, VA  
Lynchburg, VA  
Waynesboro, VA

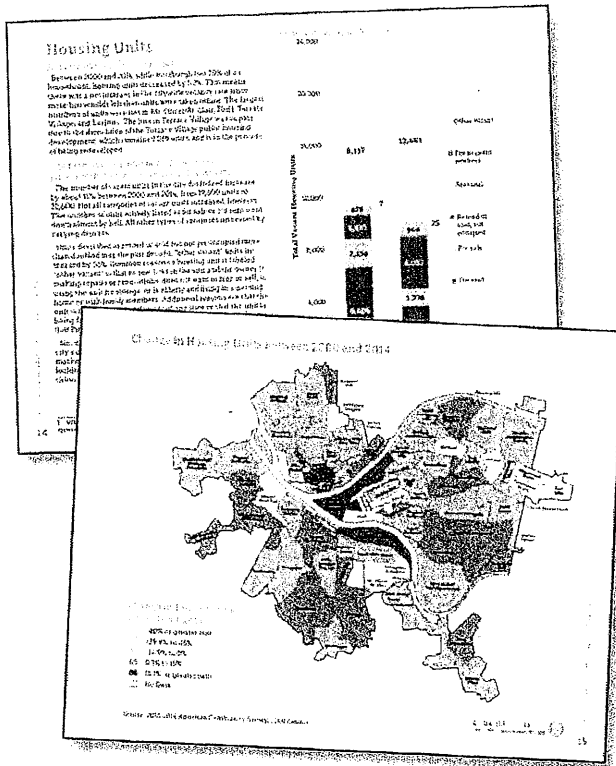
**San Antonio**

Bexar County, TX  
Round Rock, TX  
Williamson County, TX

## Housing Studies

M&L has prepared affordable housing needs assessments, workforce housing studies, and housing market analyses in a variety of settings. These work products demonstrate our capabilities relative to data collection and statistical analysis. Some of these assessments were designed to assist the client in complying with HUD Five-Year Consolidated Plan requirements. Others were designed to assist state housing finance agencies in establishing housing tax credit policy. Each of these assignments involved an analysis of housing needs and affordability at various household income levels.

Recent examples of our housing studies that illustrate our experience with research and analysis, use of appropriate mapping tools, and our ability to present the information in a reader-friendly format are included below.



[mandl.net/projects/pittsburgh-hna](http://mandl.net/projects/pittsburgh-hna)

## Pittsburgh, PA

### HOUSING NEEDS ASSESSMENT, 2016

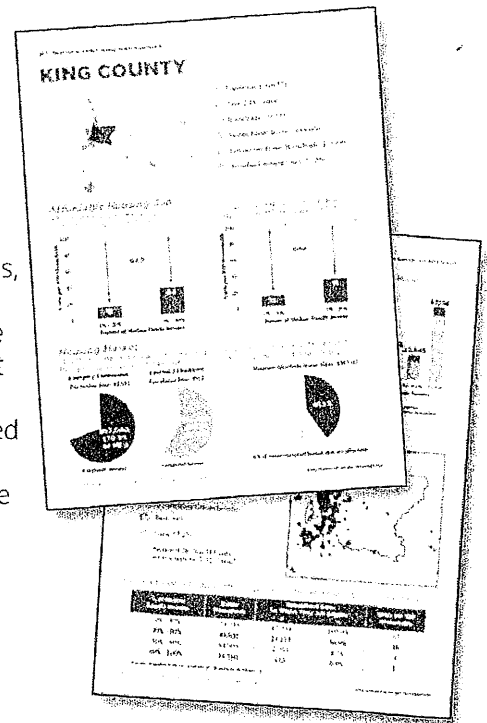
The City of Pittsburgh created the Affordable Housing Task Force in 2015 to assess the current and future landscape of housing affordability in the city, evaluate current programs and initiatives to produce new affordable units and preserve existing ones, and make recommendations to the Mayor and City Council. M&L worked with the Task Force's Needs Assessment subcommittee to study and analyze the data, trends, and characteristics associated with the local housing market. This involved describing supply and demand, identifying housing gaps, and modeling residents' vulnerability to displacement at the neighborhood level. The Task Force used the final report to support and inform the policy recommendations present to Council and the Mayor.



## State of Washington

### HOUSING NEEDS ASSESSMENT, 2015

Prepared for the Affordable Housing Advisory Board, the Department of Commerce, and the Housing Finance Commission, this study was an innovative and exhaustive accounting of housing affordability in Washington State. To maximize the usability of the report for legislators and affordable housing practitioners, M&L focused only on select, key indicators of the statewide housing market. In order to answer all of the posed research questions, M&L completed every point of analysis for different income tiers, for both renters and homeowners, and at unique geographies requested by the diverse client team. This meant adapting and expanding proven techniques, such as the affordable housing gap analysis popularized by the National Low Income Housing Coalition and Urban Institute. In addition, M&L compiled the most complete and detailed inventory of subsidized housing the state had ever undertaken. The result was a highly data-driven report that included a unique data profile for all 39 counties as well as 17 urban regions in the state.

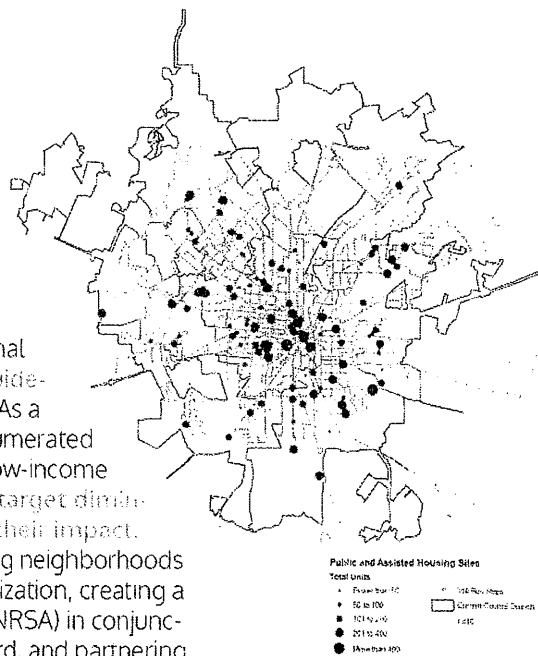


[mandl.net/projects/washington-hna](http://mandl.net/projects/washington-hna)

## San Antonio, TX

### HOUSING NEEDS ASSESSMENT & STRATEGIC HOUSING PLAN, 2013

San Antonio, the fastest-growing large city in the US between 2000 and 2010, commissioned a needs assessment to review housing policies and programs to determine effectiveness on current market conditions, analyze the existing inventory of sales and rental housing, and project net housing demand for the next five years. A final strategic plan component offered specific guidelines to adjust the city's housing policies. As a sub-consultant on the project team, M&L enumerated the current and projected housing need for low-income households and crafted specific initiatives to target diminishing resources in ways that maximized their impact. These recommendations included designating neighborhoods for intensive community development revitalization, creating a Neighborhood Revitalization Strategy Area (NRSA) in conjunction with a recent Choice Neighborhood award, and partnering with the public housing authority to implement an acquisition/rehabilitation initiative for vacant multi-family rental properties.



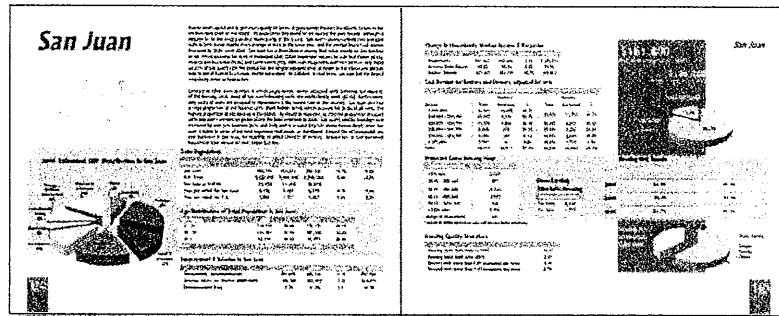
[mandl.net/projects/san-antonio-hna](http://mandl.net/projects/san-antonio-hna)

# Commonwealth of Puerto Rico

## STATE HOUSING PLAN, 2011

Puerto Rico's stagnant economy, high unemployment, and high poverty have caused significant out-migration of its working-age families to mainland US. As a result, the average age of the Commonwealth's population is rapidly increasing. This demographic transition directly impacts the housing market, requiring specific approaches not only for providing appropriate shelter but also for providing the complementary services. This Plan emphasized budget reallocation and better use of existing funds to support affordable housing programs. Key recommendations included the creation of a Housing Policy and Implementation Committee to bring together key stakeholders, the creation of Regional Housing Councils, preparation of an Omnibus Housing Bill, and the modification of construction design standards to ones appropriate for the island climate and location.

[mandi.net/projects/puerto-rico-housing-plan](http://mandi.net/projects/puerto-rico-housing-plan)



### CDBG and HOME Technical Assistance

Mullin & Lonergan provides CDBG and HOME technical consulting services on a regular basis to about 20 core HUD entitlement communities. Typically, we function as an extension of the grantee's staff. Our clients call upon us frequently to provide advice and background information relative to regulatory issues, both CDBG and HOME, as well as other federal requirements such as procurement and contracting, acquisition, relocation, environmental compliance, labor compliance, and equal opportunity.

M&L's clients rely on our staff's experience in CDBG and HOME issues. Whatever the project or question, chances are good that members of our firm have been involved in similar projects with other clients. We have worked extensively with CDBG since the program's inception in 1974 and with the HOME Program since its beginning in 1991. We help our clients to resolve eligibility and statutory objective issues in the early stages of a project, which helps to eliminate problems or make problems more manageable when and if they occur. We often provide alternative strategies toward a specific client objective, then assist the client in selecting a preferred course of action.

Certain CDBG and HOME responsibilities are highly complex and may require third-party support. For example, utilizing CDBG funds in support of economic development activities can be quite challenging. We assist our clients in evaluating the potential problems and rewards of these higher risk activities. We also assist our clients in structuring relationships with sub-recipients. We prepare subsidy layering analyses and written agreements in support of HOME activities. If grantee activities result in monitoring or audit findings, we assist our clients in resolving these issues.

Many clients rely on M&L's understanding of other funding programs to leverage CDBG and HOME funds. We use our knowledge of state and federal housing and economic development programs to provide value to our clients every day. M&L's CDBG & HOME Client List is included in **Appendix A** of this proposal.

### **Experience with States and Regional Planning Initiatives**

M&L has worked with several state agencies as well as large regional planning initiatives, including:

2018: Connecticut Housing Finance Agency Housing Needs Assessment<sup>3</sup>

2018: State of Kansas Analysis of Impediments to Fair Housing Choice and Consolidated Plan<sup>4</sup>

2018: Louisville, KY Housing Needs Assessment (2018)<sup>5</sup>

2016: State of New York Analysis of Impediments to Fair Housing Choice (three separate AI documents)

2015: State of Washington Housing Needs Assessment

2015: State of Iowa Analysis of Impediments to Fair Housing Choice and Consolidated Plan

2012: State of Vermont Analysis of Impediments to Fair Housing Choice

2011: Regional Analysis of Impediments to Fair Housing Choice for the City of Baltimore and four surrounding counties – Anne Arundel, Baltimore, Harford and Howard

2011: Our firm was subcontracted by Cloudburst Consulting Group to prepare a comprehensive housing needs assessment for the Commonwealth of Puerto Rico

2010: Regional Analysis of Impediments to Fair Housing Choice for the state of Delaware, New Castle County, and the cities of Wilmington, Dover and Newark

2008: Statewide Housing Needs Assessment for Delaware State Housing Authority

2003: Statewide Housing Needs Assessment for Delaware State Housing Authority

2003: Statewide Housing Needs Analysis for South Dakota Housing Development Authority

Our expertise in the HUD CPD Programs, our lengthy portfolio of Consolidated Plans, Annual Plans and Analyses of Impediments to Fair Housing Choice and comparable housing studies make us uniquely suited to assist RIHousing.

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<sup>3</sup> Recently initiated

<sup>4</sup> In progress

<sup>5</sup> In progress

## Capabilities of Cloudburst

The following pages describe Cloudburst's experience and capacity to carry out the proposed services.

### Consolidated Plans & the eCon Planning Suite

Since its launch in 2012, Cloudburst has collaborated with HUD as the national lead for providing technical assistance, trainings and resource development for the eCon Planning Suite, Consolidated Plans, and integrating data into community development planning. Through practical experience, coupled with years of providing technical assistance to grantees, our team has a complete understanding of the requirements and deep expertise on all elements of the Consolidated Plan. We are experts in outreach, data analysis, strategic planning and the eCon Planning Suite. Furthermore, our team has developed Consolidated Plans for entitlement communities throughout the country, including current engagements with the States of Iowa, Kansas, and Idaho. Leveraging the experience highlighted below, we will be able to work closely with RIHousing to develop its 2020-2024 Consolidated Plan.

Examples of our expertise are:

- Cloudburst has trained over 1,200 grantees in the past 5 years on the Consolidated Plan and eCon Planning Suite; we are experts in program requirements, system functionality and best practices
- Cloudburst developed the following HUD Desk Guides: *Consolidated Plan in IDIS*, *Guide to CPD Maps, Data-Driven Planning*, and *Citizen and Stakeholder Engagement*; we will leverage this experience to support Iowa's Consolidated Plan
- Cloudburst provides on-call assistance, through the HUD Exchange 'Ask-A-Question' help desk to over 1,000 grantees per year on all elements of the Consolidated Plan and eCon Planning Suite
- Cloudburst specializes in working with communities to develop holistic plans by offering fresh perspectives and innovative approaches
- Cloudburst advised San Antonio, TX to merge over 15 planning documents and strategies into a single community development plan that ultimately was used as the basis for the Consolidated Plan
- Cloudburst collaborated with St. Louis to integrate place-based planning into its Consolidated Plan by developing a series of indicators to assess community and housing conditions; using these indicators, we supported the City to revise its Consolidated Plan allocation strategy
- Cloudburst has developed over 25 Consolidated Plans; all plans have been approved by HUD
- All of our Consolidated Plans have been delivered on schedule and within budget
- Cloudburst has conducted comprehensive community and stakeholder outreach strategies to identify needs and inform housing assessments, market analyses and strategic plans
- We use HUD provided and local data sources to identify priority needs, validate strategic goals and inform annual plans and projects
- Through our experience, we have identified best practice strategies for all elements of the Consolidated Plan

The following is a list of all services similar to those sought in the RIHousing RFP that Cloudburst has provided to other jurisdictions.

<b>San Diego, CA*</b>	2020-2024 Consolidated Plan	Entitlement
<b>State of Iowa*</b>	2020-2024 Consolidated Plan	State
<b>State of Idaho*</b>	2020-2024 Consolidated Plan	State
<b>State of Kansas*</b>	2019-2023 Consolidated Plan	State
<b>Washtenaw County, MI*</b>	2018-2022 Consolidated Plan	Entitlement
<b>Mobile, AL</b>	2018-2022 Consolidated Plan	Entitlement
<b>Seattle, WA</b>	2018-2022 Consolidated Plan	Entitlement
<b>Takoma Park, MD</b>	2017 Economic Development and Housing Strategic Plan	Non-entitlement
<b>Kent County, MI</b>	2016-2020 Consolidated Plan	Urban County
<b>Grand Rapids, MI</b>	2016-2020 Consolidated Plan	Entitlement
<b>Wyoming, MI</b>	2016-2020 Consolidated Plan	Entitlement
<b>Hartford, CT</b>	2015-2019 Consolidated Plan	Entitlement
<b>Springfield, MA</b>	2015-2019 Consolidated Plan	Entitlement
<b>North Suburban Consortium, MA</b>	2015-2019 Consolidated Plan	HOME Consortium
<b>Birmingham, AL</b>	2015-2019 Consolidated Plan	Entitlement
<b>State of Iowa</b>	2015-2019 Consolidated Plan	State
<b>Oakland, CA</b>	2015-2019 Analysis of Impediments	Entitlement
<b>St. Louis, MO</b>	Placed-based Planning for Strategic Housing and Economic Development	Entitlement
<b>San Antonio, TX</b>	Comprehensive Housing Market Strategy	Entitlement
<b>Puerto Rico</b>	Housing Assessment and Strategic Plan	State

\*Plans are currently in development.

Project sheets for several of Cloudburst's relevant work are included on the following pages.

## Consolidated Plan

### Setup

AD-25 Administration  
AD-50 Verify Grantee/PO Information in IDIS  
AD-55 Verify Grantee/PO - Program Contacts

### Executive Summary

ES-05 Executive Summary

### The Process

PR-05 Lead & Responsible Agencies  
PR-10 Consultation  
PR-15 Citizen Participation

### Needs Assessment

NA-05 Overview  
NA-10 Housing Needs Assessment  
NA-15 Disproportionately Greater Need: Housing Problems  
NA-20 Disproportionately Greater Need: Severe Housing Problems  
NA-25 Disproportionately Greater Need: Housing Cost Burden  
NA-30 Disproportionately Greater Need: Discussion  
NA-35 Public Housing  
NA-40 Homeless Needs Assessment  
NA-45 Non-Homeless Special Needs Assessment  
NA-50 Non-Housing Community Development Needs

# CONSOLIDATED PLAN TA

Department of Housing and Urban Development

## PROJECT SUMMARY

Since 2011, Cloudburst has collaborated with HUD as the national lead for providing technical assistance, trainings and resource development for the eCon Planning Suite and Consolidated Plans. In this capacity, Cloudburst has:

- Trained over 1,200 grantees on the requirements of the eCon Planning Suite
- Developed the *Con Plan in IDIS* and *CPD Maps* desk guides
- Developed the *Guide to the Data-Driven Planning Toolkit* and *Citizen Participation and Consultation Toolkit*
- Developed 13 *Consolidated Plan Quick Guides*
- Developed tutorial videos, FAQs
- Responded to over 3,000 eCon Planning Suite questions submitted through the HUDEXchange Ask-a-Question website
- Provided technical assistance to more than 25 states and cities in the Consolidated Plan process

Through these technical assistance activities, our team has a complete understanding of all requirements and components of the eCon Planning Suite and Consolidated Plan process.

## CLIENT REFERENCE

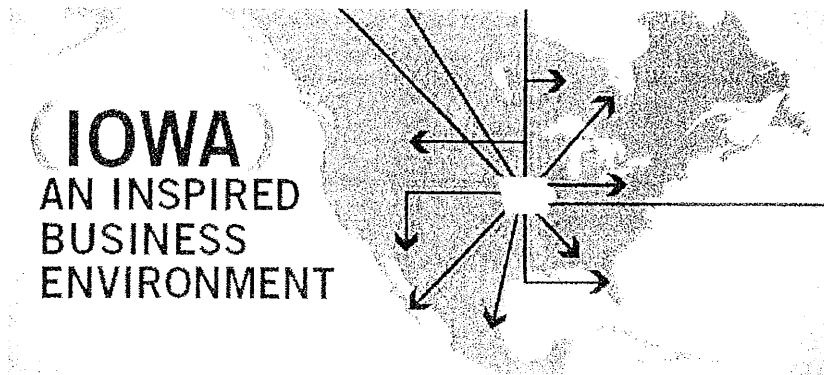
Elizabeth Hendrix  
CPD Program Officer  
Office of Block Grant Assistance  
202-402-7179  
Elizabeth.s.hendrix@hud.gov

## PERIOD OF PERFORMANCE

2011 - present

## KEY RELEVANCIES

- Understanding and familiarity of all requirements of the Consolidated Plan within the eCon Planning Suite system
- Ability to troubleshoot and navigate the eCon Planning Suite
- Ability to complete regulatory compliant Consolidated Plans
- Access to existing best practices and examples of Consolidated Plans and related documents



# CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS

State of Iowa

## PROJECT SUMMARY

Cloudburst was part of a consulting team that assisted the State of Iowa in developing the State's 2015-2019 Consolidated Plan and Analysis of Impediments to Fair Housing Choice.

Cloudburst supported the state in conducting a state-wide and regional analysis of housing and market conditions, and assisted in gathering and assessing input from stakeholders to revise the State's method of distribution. The team helped develop a new Citizen Participation Plan and provided advisory services on the Analysis of Impediments. The Cloudburst team designed a comprehensive stakeholder outreach strategy that included:

- Interviews
- round table meetings
- a web-based survey, and
- additional broad-based invitations for comment and input on fair housing issues in the State.

Cloudburst analyzed qualitative and quantitative data to assess demographic, housing, jobs, quality of life and fair housing issues throughout the State. Using the qualitative and quantitative data and input from stakeholders, Cloudburst assisted the State to establish its Fair Housing Action Plan to be used as a roadmap to guide the State's fair housing projects and activities. It also developed outcome measurement tools to allow the state to assess its fair housing activities into the future.

Cloudburst also worked with the State of Iowa to analyze and revise the State's economic development program. This initiative resulted in the State's successfully applying for a Section 108 loan through the HUD Community Development Block Grant program (CDBG).

## CLIENT REFERENCE:

Leslie Leager  
 Division Coordinator  
 Iowa Economic Development Authority  
 200 East Grand Ave  
 Des Moines, IA 50309  
[Leslie.Leager@iowaeda.com](mailto:Leslie.Leager@iowaeda.com)  
 515-725-3071

## PERIOD OF PERFORMANCE:

March 2014 – February 2015

## PROJECT BUDGET:

\$66,391

## SUMMARY OF IMPACT:

- Analyzed State's fair housing issues to identify specific actions and opportunities to address impediments to fair housing
- Supported extensive stakeholder outreach and conducted broad analysis of qualitative and quantitative data to guide development of the state's Analysis of Impediments
- Supported State officials in developing a Fair Housing Action Plan to guide future efforts to address fair housing
- Assisted the State to develop outcome measurement tools to be incorporated into the CAPER to assess status of fair housing activities over time
- Helped revise and strengthen Iowa's economic development program, which led to a successful Section 108 loan application.

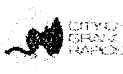
*\*Cloudburst is currently developing Iowa's 2020-2024 Consolidated Plan*



## Kent County, City of Grand Rapids and City of Wyoming

Regional Consolidated Housing and Community Development Plan

Five-Year Strategy  
July 1, 2016 - June 30, 2021



# Regional Consolidated Plan

Kent County, MI

## PROJECT SUMMARY

Cloudburst developed the regional Consolidated Plan for three HUD jurisdictions in Kent County, MI. Cloudburst conducted more than ten focus groups with stakeholders, developed web- and paper-based community surveys, gathered and analyzed HUD-provided and local data sources to inform the Needs Assessment and Market Analysis and developed the Strategic Plan to guide the region's housing and community development investments.

For this regional plan, Cloudburst conducted detailed data analysis for each jurisdiction and an overall profile of the region. The analysis identified gaps and strengths within the housing market that was used to inform strategic objectives for the region's HUD funding. Further, Cloudburst carefully targeted focus groups to assess regional needs and conditions and issues specific to each community. Finally, Cloudburst worked closely with each jurisdiction to structure regional and jurisdiction specific goals with measureable metrics and milestones that facilitate compliance with and reporting for Consolidated Plans and PHA Plans.

## CLIENT REFERENCE

Darrell Singleton  
Manager – Kent County  
Department of Community  
Development  
Darrell.singleton@kentcountymi.gov  
(616) 632-7422

## PROJECT BUDGET

\$82,000

## PERIOD OF PERFORMANCE

5/2015 – 5/2016

## KEY RELEVANCIES

- Developed community and housing profile snapshots of the region, cities and neighborhoods to be used for stakeholder and community engagement
- Identified regional needs, issues, and trends through carefully targeted focus groups and use of federal, state and local data sources
- Leveraged qualitative and quantitative data to identify housing gaps and needs to inform the County's housing strategic plan
- Developed a series of short- and long-term regional and jurisdiction specific goals and targets





## Seattle Consolidated Plan and AFH Integration

Seattle, WA

### PROJECT SUMMARY

Cloudburst recently completed the a final draft of the Consolidated Plan, a culmination of several months of efforts working with the City, its partners, and community stakeholders. Completing a full review of the Citizen Participation Plan, Cloudburst aided the city in updating the plan to streamline the Action Plan amendment process, ensuring compliance to all applicable federal rules and regulations. Cloudburst analyzed HUD-provided data, Census data, and local data sources to inform the Executive Summary, the Needs Assessment, and the Market Analysis.

Conducting an analysis of HUD-provided and Census data, Cloudburst was able to develop a rich narrative for the Executive Summary, Needs Assessment, and Market Analysis; making for an effective document that serves the public.

For this Consolidated Plan, Cloudburst worked with the City to incorporate the AFH through developing metrics for AFH goals and creating a system in which to track progress made towards their achievement. Cloudburst assisted the City in integrating the AFH into the Consolidated Plan's Strategic Plan as well as the Annual Action plan through moving AFH goal descriptions, contributing factors, and achievement measures into the Consolidated Plan format. Finally, Cloudburst conducted a detailed survey including twelve of the City's departments and agencies, producing a single document allowing the City to track all AFH metrics and milestones throughout the Consolidated Plans' lifecycle.

### CLIENT REFERENCE

Debra Rhinehart  
Strategic Advisor  
Federal Grants Management  
Debra.Rhinehart@seattle.gov  
206-684-0574

### PROJECT BUDGET

\$50,000

### PERIOD OF PERFORMANCE

September 2017 – March 2018

### KEY RELEVANCIES

- Conducted full review of Citizen Participation Plan to ensure compliance with current rules and regulations
- In collaboration with the City and its partners, produced sections of the Consolidated Plan such as the Executive Summary, Needs Assessment, and Market Analysis
- Developed strategies to incorporate AFH into the Consolidated Plan and Annual Action Plan
- Provided assistance to the City to include AFH elements into the CAPER and establish processes and systems to collect and integrate AFH data into the CAPER

## M&L Key Personnel & Qualifications

The professional staff members assigned to this project from M&L and Cloudburst are highly experienced in their respective fields. A description of their roles is included below; resumes of all key personnel are included in **Appendix B** of this proposal.

<i>Name</i>	<i>Title</i>	<i>Primary Responsibilities</i>
Marjorie Willow, AICP Principal	Principal-in-Charge/ Project Manager	Principal-in-Charge, oversight for project management, community engagement, meeting presentations, final document quality and compliance
William P. Wasielewski, AICP Secretary	Co-Principal-in-Charge	Assists Principal-in-Charge; coordination of State HOME Program staff for CP/AAP
Maggie Clark	Assistant Project Manager	Coordination of all public participation initiatives including materials, primary author of housing documents and mapping
Lee Mueller, AICP	Data Analyst	Research and analysis, document editing
Whitney Finnstrom, AICP	Data Analyst	Research and analysis, GIS mapping
Sean Rohrer	Data Analyst	Research and analysis
Christine DeRunk	Data Analyst	Research and analysis

## Cloudburst Key Personnel & Qualifications

<i>Name</i>	<i>Title</i>	<i>Primary Responsibilities</i>
Chris Andrews	Community Development Team Lead	Quality assurance, quality check
Melissa Campbell	Subcontractor project management/ community engagement support	
Cesar Castro	Data Analyst	Data analysis, GIS mapping
TJ Martzial	Senior Manager	ConPlan review
Benjamin Sturm	Analyst II	ConPlan and Annual Plan support
Joel Warren	Analyst II	eCon Planning Suite, data analysis

## M&L Client References

Client references for M&L include the following:

### ***City of Pittsburgh Housing Needs Assessment***

Mr. Raymond W. Gastil, Director  
 Department of City Planning  
 412.255.2200  
[ray.gastil@pittsburghpa.gov](mailto:ray.gastil@pittsburghpa.gov)

### ***State of New York Analysis of Impediments to Fair Housing Choice***

Ms. Lorraine Y. Collins  
 Assistant Commissioner/Director, Fair and Equitable Housing Office  
 New York State Homes & Community Renewal  
 518.473.3089  
[lorraine.collins@nyshcr.org](mailto:lorraine.collins@nyshcr.org)

***State of Washington Affordable Housing Needs Assessment***

Mr. Cary Retlin, Policy and Performance Manager

State of Washington

Dept. of Commerce

Community Services and Housing Division

cary.retlin@commerce.wa.gov

360.725.2836

***City of New Rochelle, NY Assessment of Fair Housing***

Mr. Adam Salgado

Operations Manager

Community Development

914.654.2185

asalgado@ci.new-rochelle.ny.us

## **Cloudburst Client References**

Client references for Cloudburst, along with contact information, are included on the Project Sheets following page 22 of this proposal.

## **Statement re: Conflict of Interest**

M&L has identified NO conflict of interest that may arise as a result of business activities or ventures by our firm and associates of our firm, employees, or our subcontractor (Cloudburst Consulting Group) as a result of any individual's status as a member of the board of directors of any organization likely to interact with RIHousing.

## **Statement re: Litigation**

There are NO material litigation, administrative proceedings or investigations in which M&L is currently involved. There are NO material litigation, administrative proceedings or investigations, to which our firm or any of its principal shareholders, associates, subcontractor (Cloudburst Consulting Group) or support staff was a party, that has been settled within the past two years.

## **Statement re: Actual or Potential Conflicts of Interest**

Upon recognition of an actual or potential conflict of interest involving M&L, any of its principal shareholders, associates, subcontractor (Cloudburst Consulting Group) or support staff, our firm will immediately bring it to the attention of RIHousing and work expeditiously toward its resolution.

## D. Fee Structure

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### Attachment A

#### Approach to Con Plan/Annual Action Plan

1. Project Management and Coordination

This task involves a series of organizational steps at the onset of the project to ensure timely execution of the subsequent tasks. This includes gathering key documents, identifying stakeholders for consultation, finalizing resident engagement approaches, and finalizing project schedule.

Our team will review key documents, including but not limited to previous Consolidated Plans, Action Plans, CAPERs, Analysis of Impediments to Fair Housing Choice, Citizen Participation Plan, CoC Plan, PHA Plans, Capital Improvement Plans, General and Master Plans and other documents as identified by RIHousing. These documents will provide better context for stakeholder interviews, identification of local data sources and market research.

2. Data Gathering and Analysis

Through the development the Needs Assessment and Market Analysis, our team will gather data from the ACS, CHAS, LEHD and Bureau of Labor Statistics as well as state and local data sources (including public housing authorities) to identify demographic, housing, socioeconomic and economic conditions in the city and region.

3. Draft Needs Assessment

The State's Needs Assessment will describe the State's demographic conditions, housing needs, needs for supportive services, and non-housing community development needs. We will rely on the quantitative data described in the previous task and complement this data with qualitative data collected from key documents, stakeholders and residents. The specific elements of the Needs Assessment include demographic profile, housing profile, public housing, homelessness assessment and public service/facility needs.

4. Draft Market Analysis

The Consolidated Plan Market Analysis section will describe the State's estimated housing conditions, costs, and type as well as an assessment of market conditions for homeless, special needs and economic programs and activities. Housing data will include the most recently available ACS data and any properly conducted local study, or other reliable source of data available. Housing data will also reflect consultations conducted with key stakeholders.

5. Stakeholder Engagement and Consultation

Our team believes that robust consultation can provide valuable feedback on priority needs and increase stakeholder and community buy-in and support of the Consolidated Plan process. Based on input from RIHousing during the project kick-off meetings, our team will

work with the State to design an appropriate and effective outreach strategy that will not only follow the Citizen Participation Plan, but will also meet the unique needs of the State. These activities will target the stakeholders identified by RIHousing and may include:

- Face to face interviews with appropriate local agencies and stakeholders
- Focus groups with key stakeholders
- Web-based surveys designed for stakeholders to evaluate the quality of services provided, and
- Gathering and utilizing stakeholder data.

Specific activities will be finalized during project mobilization and incorporated into the project schedule. When possible, activities for this task will be aligned with outreach required for the AI.

6. Draft Strategic Plan

The Consolidated Plan Strategic Plan section must identify the priority needs of the State and describe strategies that the State will undertake to serve the priority needs. Our team will prepare the Strategic Plan in accordance with 24 CFR Part 91.215. This section will include priorities, objectives, actions, and benchmarks for affordable housing, homeless and other special needs populations. It will also include sections related to barriers to affordable housing, lead-based paint hazards, and reducing poverty.

7. Draft Action Plan

Following staff approval of the draft Consolidated Plan, our team will prepare the draft 2020 Annual Action Plan (AAP) to identify what activities will be conducted for the 2020 program year.

8. Public Hearing

One public hearing is required once the document is complete. We will then finalize the Consolidated Plan and Annual Action Plan in IDIS and prepare for submission to HUD.

9. On-Call Technical Assistance

Our team will remain available to RIHousing staff for on-call assistance throughout the course of the 45-day HUD review period for the Consolidated Plan and Annual Action Plan. We will provide additional information/responses, as needed.

On-call assistance may include, but is not limited to:

- Remote eCon Planning Suite/IDIS support
- Responding to any HUD questions regarding the Consultation; Citizen Participation; Needs Assessment; Market Analysis; Strategic Plan; and Annual Action Plan sections of the Con Plan

## Approach to Analysis of Impediments to Fair Housing Choice

Our team will be the primary consultant for the AI. The proposed approach is included below.

### *1. Project Mobilization*

These first steps include a series of actions that also must be completed quickly in order for the entire project to get underway in an organized manner. M&L will provide RIHousing staff with a List of Documents Needed early in the process. This list includes local resources that we typically use in the course of our research – previous AI documents, comprehensive plans, statewide studies (housing, economic development, etc.), along with previous Consolidated Plan, Annual Action Plan, and CAPER documents, among others. We will depend on staff to assist in identifying other data sources that could enhance the AI.

We will draft letters to HUD and Fair Housing Rhode Island requesting lists of housing discrimination complaints and a status report on the complaints filed with each respective agency since the date of the State's previous AI.

We will schedule an initial meeting with staff during our first trip to include:

- Discussing the prior AI planning processes to build upon past successes and overcome any perceived shortcomings

- Improving upon the AI process and the end-product

- Reviewing a series of draft maps illustrating racially/ethnically concentrated areas of poverty

- Reviewing the List of Documents Needed

- Identifying potential state resources and data to be used in the AI

- Summarizing how the AI goals and priorities will be implemented through the Consolidated Plan and Annual Action Plan

- Reviewing the Project Schedule to be implemented, and

- Addressing questions from staff

### *2. Community Participation Process*

The following Community Participation Process reflects a series of tasks that has worked well in other entitlements and offers a variety of opportunities for resident participation throughout the AI process. M&L will work with staff to refine the list of stakeholders whose input would be sought during the preparation of the AI. Key stakeholders consisting of public and private entities whose input can assist in generating a comprehensive fair housing profile for the State will be identified.

Based on HUD requirements and our experience, the following stakeholder consultations are recommended:

- Public Housing Authorities

Affordable housing providers, including CHDOs

Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes

Advocacy organizations for persons with limited English proficiency, immigrants and refugees

Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws

Faith-based organizations

Tenant organizations, including resident management organizations, resident councils, and assisted housing resident organizations and advocates

Environmental and other social justice organizations

Other entities identified by staff

M&L will utilize a List of Issues and Questions to be addressed during each workshop. In an effort to provide a uniform message about the project, FAQ sheets with key information about the project will be provided before all sessions. Up to 10 stakeholder workshops will be conducted. Following each workshop, a written summary of the issues discussed will be provided.

M&L can facilitate up to four Public Meetings where we will present a summary of early data analysis, a series of maps to encourage discussion on fair housing issues in the community, and a FAQ sheet to all attendees. Our goal for each Public Meeting is to engage participants in a discussion focused on fair housing and access to community assets across the State. We will utilize large maps, creative handouts and a Power Point presentation to achieve this goal.

### *3. Demographic and Housing Market Analysis*

As part of this task, we search for key housing and demographic indicators that help to paint the picture of fair housing in Rhode Island. We will prepare a full analysis of trends in population, households, and income with emphasis on members of the protected classes (i.e., race, ethnicity, disability, familial status, etc.). Trends from 1990 through 2010 will be analyzed, and unincorporated areas will be contrasted with incorporated areas to identify significant findings relative to areas of concentration of minorities and low-income persons.

We will analyze the local housing stock in terms of condition, level of accessibility, vacancy status, sales prices, and rents. We will analyze and compare the affordability of housing, both rental and sales, for minority groups. We will identify the relative presence, location, and geographic concentration of members of the protected classes. We will identify patterns of housing segregation using the dissimilarity index for 2000 and 2010.

We will research and analyze occupancy and waiting list characteristics for both public housing and the Section 8 Housing Choice Voucher Program to determine the relative presence of members of the protected classes. We will analyze the geographic distribution



of affordable housing facilities and programs, including public housing, Housing Choice Vouchers and other assisted or subsidized housing. We will also analyze any activities involving the demolition of public housing and the impact of such activities on members of the protected classes.

We will compare the location of major employment centers to areas of concentrations of minorities and low-income persons. We will draw conclusions about the location and access to jobs and housing in terms of the protected classes.

#### *4. Analysis of HMDA Mortgage Data*

We will evaluate loan denial data for minority applicants for three years and research high-cost loan data and trends. We will use this data to define whether mortgage loan products are available equally to persons in similar economic circumstances by race and ethnicity.

#### *5. Evaluation of Public Policies and Statutes*

Current policies related to the development, financing, and siting of housing are reviewed and evaluated to determine if any of the policies contain discriminatory provisions. To the greatest extent possible, the results of these policy implementation efforts will be mapped across the State. For example, the address locations of all project-based Section 8 Housing Choice Voucher holders will be mapped to illustrate where affordable housing can be obtained by lower income households.

CPD Programs – We will review the State’s local application processes and project selection criteria to determine how AFFH factors are considered in funding decisions. We will inquire about efforts to inform and educate sub-recipients about AFFH responsibilities. We will analyze fair housing monitoring efforts as well as procedures for sanctioning sub-recipients that fail to AFFH. We will review any restrictions placed on entitlement programs by HUD and the State’s progress in achieving compliance.

Administrative procedures for processing fair housing complaints – We will assess the effectiveness of intake, processing and investigation procedures at the State level.

Immigrants and persons with limited English proficiency – We will review administrative actions that influence housing and housing related services for immigrants and persons with limited English language proficiency. We will review the Language Access Plans (LAP).

Evaluation of Fair Housing Organizations—We will define the function of the agencies involved in the day-to-day process of responding to fair housing questions and complaints for residents. We will explore how members of the protected classes become aware of the existence and function of fair housing organizations serving the State. We will review the results of any testing that has taken place throughout the State. Then we will assess organizational strengths and weaknesses and the extent to which the agencies operate as part of a broader framework of organizations that work collectively to provide information, expand knowledge, promote public awareness and generally expand opportunities for fair housing choice in the State.

6. *Research of Fair Housing Profile*

We will analyze housing discrimination complaints filed by residents and research the status of any legal action relative to fair housing against the State. We will review the Fair Housing Action Plan from the State's previous AI and identify measures taken to implement the plan. In carrying out this task, we will review the fair housing section of the State's most

7. *Summary of Impediments to Fair Housing Choice*

We will prepare a description of issues that constitute impediments to fair housing choice. We will identify public sector impediments where the State exerts control over discriminatory practices and any private sector impediments that are beyond the control of the State.

8. *Fair Housing Action Plan*

The Fair Housing Action Plan will recommend a series of actions aimed at overcoming barriers to fair housing choice and expanding fair housing choice for members of the protected classes across the State. The plan will correspond directly with impediments identified throughout the AI document. The plan will emphasize executable goals and strategic actions that are within the capacity of the State to implement. We will include recommendations for incorporating AFFH policies into HUD-funded activities. In many cases, recommended strategies will be based on best practices encountered by M&L and Cloudburst in our work in entitlement communities across the country.

9. *Publish Draft AI*

M&L will publish a Draft AI Report. After receipt of staff comments, we will create a polished document appropriate for public review and comment.

10. *Publish Final AI Document*

M&L will incorporate any final revisions into the AI document, then publish and distribute to the State final copies of the report in MS Word and Adobe Acrobat formats.

Cost Proposal

The following chart provides details on the range of costs proposed for each item. The right column includes a list of the factors that will determine the cost, depending on the final scope of work.

Item	Cost Range	Factors to Considered
Consolidated Plan	\$30,000 - \$45,000	IDIS clean-up, entry of ConPlan into IDIS, conducting public hearing, extent of public engagement initiatives
Annual Action Plan	\$7,000 - \$10,000	IDIS clean-up, entry of AP into IDIS, conducting public hearing
CAPER	\$7,000 - \$12,000	IDIS clean-up, entry of CAPER into IDIS, conducting public hearing

Analysis of Impediments to Fair Housing Choice \$5,000 - \$40,000 Extent of public engagement initiatives, updating 2015 AI vs writing a new AI vs only making recommendations for ConPlan based on 2015 AI

Hourly rates for assigned staff include the following:

Mullin & Loneragan Associates	Title	Hourly Rate
Marjorie Willow, AICP	Principal-in-Charge / Project Manager	\$195
William P. Wasielewski, AICP	Co-Principal-in-Charge	\$195
Lee Mueller, AICP	Senior Project Manager	\$150
Whitney Finnstrom, AICP	Data Analyst	\$135
Maggie Clark	Data Analyst	\$135
Sean Rohrer	Data Analyst	\$135
Christine DeRunk	Data Analyst	\$135
Cloudburst Consulting Group	Title	Hourly Rate
Chris Andrews	Quality Assurance / Quality Check	\$153
TJ Martzial	Senior Manager	\$135
Melissa Campbell	Project Manager	\$105
Cesar Castro	Data Analyst	\$97
Ben Sturm	Data Analyst	\$97
Joel Warren	Data Analyst	\$87

Reimbursable expenses would include airfare, hotel nights, per diems, parking/tolls, gas and rental cars. These charges would be determined by the number of trips and the number of persons required for each trip.

## E. Miscellaneous

### Mullin Lonergan Associates

#### *Protected Classes among Employees*

Protected class members among principal shareholders and senior managers in our firm, as well among the key staff assigned to this project, are indicated below.

Category	Total		Race (non-White)		Hispanic		Gender (female)		Familial Status		Disabled		Age (over 40 in PA)	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Principal Shareholder	5	100%	-	0%	-	0%	2	40%	5	100%	-	0%	5	100%
Senior Management	2	100%	-	0%	-	0%	1	50%	2	100%	-	0%	2	100%
Key Staff Assigned	4	100%	-	0%	-	0%	2	50%	3	75%	-	0%	1	25%
<b>Totals</b>	<b>11</b>	<b>100%</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>0%</b>	<b>5</b>	<b>45%</b>	<b>10</b>	<b>91%</b>	<b>-</b>	<b>0%</b>	<b>8</b>	<b>73%</b>

#### *Affirmative Action Policy*

M&L's policy is included in **Appendix C**.

#### *Additional Information*

M&L's housing experience is the intersection of research, analysis, planning, finance packaging and physical housing development—all of which make our firm uniquely suited to conduct housing studies. For housing studies, our younger staff are exceptionally savvy in identifying databases for analyzing a housing market, enumerating housing need by income, mapping multiple variables to reveal significant trends, and researching best practices to craft a set of realistic recommendations tailored to the unique conditions of a community. Our more experienced professional staff with years of experience in housing financing and housing development offer practical insight from the perspective of the housing developer. Our recommendations are not lofty goals; they are focused on data-driven analysis with practical, implementable recommendations with results-oriented strategies.

M&L's community development experience and expertise in HUD's CDBG and HOME Program further enhance our unique set of credentials. We have assisted grantees with creating Neighborhood Revitalization Strategy Areas (NRSAs). We have prepared Analysis of Impediments to Fair Housing Choice and Assessment of Fair Housing documents for States, urban counties, cities and public housing authorities. Most notably, our professional staff's collective experience in developing comprehensive plans, zoning ordinances, housing plans and policies, relocation and redevelopment plans, and other community development initiatives provides our team with a substantial working knowledge of local government programs, policies and statutes that must be analyzed when identifying the impact of these on affordable housing and fair housing choice.

## Cloudburst Consulting Group

### *Protected Classes among Employees*

Protected class members among employees assigned to this project are indicated below.

Category	Total		Race (non-White)		Hispanic		Gender (female)		Disabled	
	#	%	#	%	#	%	#	%	#	%
<b>Totals</b>	<b>11</b>	<b>100%</b>	<b>2</b>	<b>18%</b>	<b>1</b>	<b>9%</b>	<b>5</b>	<b>45%</b>	<b>-</b>	<b>0%</b>

### *Affirmative Action Policy*

Cloudburst's policy is included in **Appendix C**.



## F. Certifications

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M&L agrees to enter into a contract with provisions related to Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

NO Major State Decision-Maker, as defined in the RFP, holds (i) a ten percent or greater equity interest or (ii) a Five Thousand Dollar or greater cash interest in our firm.

See **Appendix D** for a letter from Mullin & Lonergan Associates President/CEO Michael J. Kearney regarding:

The protection of Personal Information that may be received by our firm, and  
The absence of contact with RIHousing regarding this proposal.



# Appendix A: M&L's CDBG & HOME Client List

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### CDBG and HOME Client List

Entitlement/Participating Jurisdiction	State	Category	CP	AAP	CAPER	AI	AFH	ERR	Technical Services
Birmingham	AL	City				◆			
Colorado Springs	CO	City	◆	◆		◆			
Waterbury	CT	City				◆			
Delaware State Housing Authority	DE	State	◆			◆			
New Castle County	DE	County	◆			◆			
Wilmington	DE	City	◆	◆		◆			
Brevard County HOME Consortium	FL	County	◆	◆	◆				
Lake County	FL	County		◆	◆			◆	◆
Palm Bay	FL	City	◆	◆	◆				◆
Sarasota	FL	City				◆			
Sarasota County	FL	County				◆			
Columbus Consolidated Government	GA	City	◆	◆					◆
Henry County	GA	County	◆	◆	◆	◆			◆
Council Bluffs	IA	City				◆			
Davenport	IA	City				◆			
Iowa City	IA	City	◆	◆	◆	◆			
Iowa Economic Development Authority	IA	Region	◆	◆		◆			
Sioux City	IA	City	◆	◆					
Waterloo - Cedar Falls, IA HOME Consortium	IA	Region	◆	◆		◆			
Evanston	IL	City				◆			
Joliet	IL	City				◆			
McHenry County	IL	County	◆	◆					
Moline	IL	City				◆			
Naperville	IL	City					◆		
Oak Park	IL	City	◆			◆			
Rock Island	IL	City				◆			
Will County	IL	County				◆			
Fort Wayne	IN	City				◆			
Kansas Department of Commerce	KS	State	◆	◆		◆			
Wyandotte County & Kansas City Unified Govt.	KS	City	◆	◆					
Annapolis	MD	City	◆			◆			
Arundel Community Services, Inc.	MD	Org.				◆			
Baltimore County	MD	County				◆			
Bowie	MD	City	◆	◆		◆			
Gaithersburg	MD	City				◆			
Prince George's County	MD	County				◆			
Grand Rapids	MI	City	◆	◆					
Jackson	MI	City	◆	◆					
Burlington	NC	City	◆	◆		◆		◆	
High Point	NC	City	◆			◆		◆	
Piedmont Triad Region	NC	Region				◆			



### CDBG and HOME Client List

Entitlement/Participating Jurisdiction	State	Category	CP	AAP	CAPER	AI	AFH	ERR	Technical Services
Rocky Mount	NC	City	◆	◆			◆		
Wake County	NC	County				◆			
Atlantic County Improvement Authority	NJ	County	◆	◆	◆	◆		◆	◆
Camden County	NJ	County	◆	◆	◆	◆			◆
Gloucester Township	NJ	City				◆			
Jersey City	NJ	City	◆	◆	◆				◆
Monmouth County	NJ	County							◆
Morris County	NJ	County	◆	◆	◆	◆			◆
Ocean City	NJ	City	◆	◆	◆	◆		◆	◆
Parsippany - Troy Hills Township	NJ	City	◆	◆	◆	◆			◆
Passaic County	NJ	County	◆	◆	◆	◆		◆	◆
Paterson	NJ	City	◆	◆	◆				◆
Trenton	NJ	City	◆	◆					◆
Wayne Township	NJ	City	◆	◆	◆	◆		◆	◆
Buffalo	NY	City	◆	◆		◆			
County of Erie, ACT HOME Consortium	NY	Region	◆	◆		◆			
New Rochelle	NY	City	◆	◆		◆	◆		
New York (State of)	NY	State				◆			
Rochester	NY	City	◆						
Yonkers	NY	City	◆			◆			
Cleveland	OH	City				◆			
Cleveland Heights	OH	City				◆			
Cuyahoga County	OH	County				◆			
Dayton/Kettering, OH - HOME Consortium	OH	Region	◆	◆					
Springfield	OH	City	◆						
Abington Township (Montgomery County)	PA	City	◆			◆		◆	
Allegheny County	PA	County	◆	◆	◆	◆			
Allentown	PA	City	◆	◆		◆			
Beaver County	PA	County	◆	◆	◆	◆		◆	◆
Bensalem Township	PA	City	◆	◆		◆		◆	◆
Berks County	PA	County	◆	◆	◆	◆		◆	◆
Buck County	PA	County				◆			
Carlisle Borough (Cumberland County)	PA	City	◆	◆		◆			
Chester	PA	City	◆	◆		◆			
Chester County	PA	County				◆		◆	
Coal Township	PA	City						◆	◆
Cumberland County	PA	County	◆	◆		◆			
Dauphin County	PA	County					◆		
Dauphin County Housing Authority	PA	Org.						◆	
East Stroudsburg	PA	City						◆	◆
Easton	PA	City		◆	◆			◆	◆
Erie	PA	City	◆	◆	◆	◆		◆	◆

### CDBG and HOME Client List

Entitlement/Participating Jurisdiction	State	Category	CP	AAP	CAPER	AI	AFH	ERR	Technical Services
Erie County	PA	County				◆			◆
Hazleton	PA	City	◆	◆	◆	◆		◆	◆
Hazleton Housing Authority	PA	Org.						◆	◆
Jeannette	PA	City							◆
Johnstown	PA	City	◆	◆	◆	◆		◆	◆
Lebanon County	PA	County						◆	◆
Lehigh County	PA	County	◆	◆	◆	◆		◆	◆
McKeesport	PA	City	◆			◆		◆	◆
McKeesport Housing Authority	PA	Org.						◆	◆
Millcreek Township	PA	City	◆	◆		◆			
Montgomery County	PA	County	◆	◆	◆	◆		◆	◆
Montgomery County Redevelopment Authority	PA	Org.							◆
New Kensington Redevelopment Authority	PA	Org.							◆
Norristown	PA	City	◆						
Philadelphia Redevelopment Authority	PA	Org.							◆
Pittsburgh	PA	City	◆	◆					
Pittston Redevelopment Authority	PA	Org.						◆	◆
Pottsville	PA	City		◆				◆	◆
Pottsville Housing Authority	PA	Org.						◆	◆
Reading	PA	City	◆	◆	◆	◆		◆	◆
Redevelopment Authority of County of Washington	PA	County	◆	◆	◆	◆		◆	◆
Reilly Township	PA	City							◆
Rush Township (Carbon County)	PA	City						◆	◆
Schuylkill County	PA	County						◆	◆
Schuylkill Township (Schuylkill County)	PA	City						◆	◆
Shamokin	PA	City						◆	◆
Somerset County Redevelopment Authority	PA	Org.						◆	
St. Clair Borough (Schuylkill County)	PA	City						◆	◆
Union County	PA	County							◆
Uniontown Redevelopment Authority	PA	Org.						◆	◆
Waynesboro	PA	City						◆	◆
Westmoreland County	PA	County	◆	◆	◆	◆		◆	◆
Williamsport	PA	City	◆	◆	◆	◆		◆	◆
York	PA	City	◆	◆	◆	◆		◆	◆
Bexar County	TX	County	◆	◆					
Corpus Christi	TX	City	◆	◆					
Round Rock	TX	City	◆	◆					
Travis County	TX	County				◆			
Waco	TX	City	◆	◆					
Williamson County	TX	County	◆	◆		◆			
Hampton	VA	City	◆	◆		◆			
Hampton Roads Region	VA	Region				◆			

### CDBG and HOME Client List

Entitlement/Participating Jurisdiction	State	Category	CP	AAP	CAPER	AI	AFH	ERR	Technical Services
Harrisonburg	VA	City	◆			◆	◆		
Lynchburg	VA	City	◆	◆		◆			
Portsmouth	VA	City							◆
Roanoke	VA	City				◆			
Waynesboro	VA	City	◆	◆					
Vermont Agency of Commerce & Community Dev.	VT	State				◆			
Parkersburg	WV	City				◆			



## Appendix B: Resumes of Key Personnel

## Marjorie Willow, AICP

Marjorie Willow is a Principal of M&L. She began her career as an intern with M&L while completing her Master's Degree in Urban and Regional Planning from the University of Pittsburgh. Upon graduation, she assumed a full-time position in the firm's Philadelphia office where she prepared comprehensive plans, zoning ordinances, and worked extensively with HUD entitlement communities in the eastern U.S. As a community planner, she assisted HUD entitlements with budgeting annual allocations, assessing annual performance, and preparing environmental review record requirements.

From 1997 through 2001, Ms. Willow served as the county planning director in Putnam County, WV. During her tenure, she oversaw the expansion of water service to rural areas in one of the fastest-growing counties in the state. Following a brief period with Benatec Associates as a planner, Ms. Willow returned to Mullin & Lonergan Associates in August 2004 where she currently is a partner in the firm's Pittsburgh office.

Ms. Willow is highly active in housing policy analysis, housing needs assessments and fair housing analyses. She serves as principal-in-charge and project manager for the housing studies undertaken by M&L. Most recently, she has served as the Principal-in-Charge for AIs in the State of New York, the State of Iowa, Allegheny County, PA, Wake County, NC, Erie County, NY, Morris County, NJ, Rocky Mount, NC and Naperville, IL. Her AFH experience includes Harrisonburg, VA, Dauphin County, PA, New Rochelle, NY. She is serving as the Principal-in-Charge for the Louisville, KY and Connecticut Housing Finance Agency Housing Need Assessments.

<i>Education</i>	<i>Master of Urban &amp; Regional Planning</i> University of Pittsburgh; 1991	<i>Bachelor of Arts, Political Science</i> University of New Orleans; 1989
<i>Professional Experience</i>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Principal Pittsburgh, PA; 2004 – present	<i>Benatec Associates</i> Senior Planner; 2001 – 2004
	<i>Putnam County, WV</i> <i>Office of Planning and Infrastructure</i> Director; 1997 – 2001	<i>City of Huntington, WV</i> <i>Dept. of Development &amp; Planning</i> Community Planner; 1995 – 1997
	<i>Mullin &amp; Lonergan Associates, Inc.</i> Urban Planner Pittsburgh, PA; 1991-1994	
<i>Affiliations</i>	American Institute of Certified Planners American Planning Association	Pennsylvania Planning Association National Association of County Community & Economic Development

## William P. Wasielewski, AICP

Bill Wasielewski has nearly 20 years of experience in the field of housing and community development consulting. Mr. Wasielewski began his career with Mullin & Lonergan Associates in 1993 and has assisted many of the firm's client communities and non-profit organizations. Between 1999 and 2003, Mr. Wasielewski worked as a project manager for a national non-profit housing developer directing five HUD technical assistance grants (CDBG, CHDO, HOME and SHP) in the Pittsburgh HUD office totaling over \$800,000. In addition, he was a project manager on the \$17 million Wheeling, WV HOPE VI development. Mr. Wasielewski returned to Mullin & Lonergan Associates, Inc. in 2003 as a project manager and became a Principal of the firm in 2007.

Mr. Wasielewski currently holds the position of Secretary with M&L and is responsible for overseeing all of the firm's HUD entitlement work. He is an expert in all aspects of housing, community planning, and development. He provides consulting services to the firm's clients through day-to-day technical assistance on CDBG and HOME regulatory issues, HOME subsidy layering analysis, Consolidated Annual Performance and Evaluation Reports (CAPER), Neighborhood Revitalization Strategy Area (NRSA) development, HOME Consortium renewals, HOME sub-recipient agreement preparation, HOME on-site project monitoring, and HUD's Neighborhood Stabilization Program (NSP) design and implementation.

<b><i>Education</i></b>	<i>Master of Urban &amp; Regional Planning</i> University of Pittsburgh; 1993	<i>Bachelor of Arts, Political Science</i> Gannon University; 1990
<b><i>Professional Experience</i></b>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Principal Pittsburgh, PA; 2003 – present	<i>The Community Builders, Inc.</i> Project Manager Pittsburgh, PA; 1999 – 2003
	<i>Mullin &amp; Lonergan Associates, Inc.</i> Urban Planner Pittsburgh, PA; 1993 – 1999	
<b><i>Affiliations</i></b>	American Institute of Certified Planners American Planning Association	

## Lee Mueller, AICP

Lee Mueller has worked in the housing and community development field in both the public and private sectors for more than 30 years, including 13 years with M&L. His planning career includes stints in both the public and private sectors. Lee has extensive experience in comprehensive planning, community revitalization, zoning, and redevelopment planning. He has provided technical assistance concerning federal and state funding programs and regulations and other services to public, private, and non-profit organizations.

Mr. Mueller has provided a variety of housing and community development services to the Borough of Waynesboro in Franklin County. His services have included preparation of the following: DCED Small Communities annual grant applications, environmental review records, budget modifications, annual reports, monitoring reports and Section 504 policy updates. He has also attended public meetings, met with borough staff to discuss potential CDBG projects, conducted field visits, and assisted with administrative responsibilities.

### *Education*

<i>Master of Urban &amp; Regional Planning</i>	<i>Bachelor of Arts,</i>
<i>University of Pittsburgh; 1977</i>	<i>Philosophy</i>
	<i>Miami University; 1974</i>

### *Professional Experience*

<i>Mullin &amp; Lonergan Associates, Inc.</i>	<i>Economic Development Group, Inc.</i>
<i>Urban Planner</i>	<i>Program Coordinator</i>
<i>Pittsburgh, PA; 1998 – present</i>	<i>Wilkinsburg, PA; 1996 – 1998</i>

<i>Allegheny County Department of Development</i>	<i>Redevelopment Authority of Allegheny County</i>
<i>Housing/Economic Development Planner</i>	<i>Planner/Chief Planner</i>
<i>Pittsburgh, PA; 1995 – 1996</i>	<i>Pittsburgh, PA; 1979 – 1995</i>

*Allegheny County Department of Development*  
Analyst  
Pittsburgh, PA; 1978

### *Affiliations*

American Institute of Certified Planners  
American Planning Association

## Whitney Finnstrom, AICP

Whitney Finnstrom has been employed by M&L since 2004 as a staff planner specializing in developing HUD Consolidated Plans, housing needs assessments, and special economic studies for clients across the country. He has worked with a wide range of clients on developing Consolidated Plans using the new eCon Plan tool, from municipalities to state agencies. In addition, he has worked on Comprehensive Plans in communities that are working to better understand the link between housing, transportation, economic development, and recreation. Additionally, he has provided technical assistance related to all aspects of community development program administration, including HUD compliance and reporting, to clients on an ongoing basis.

Mr. Finnstrom is well-versed in redevelopment plans, economic projections, cost-benefit studies, and main street downtown revitalization plans. He has experience interfacing with a variety of groups and organizations. He has a strong background in HUD CDBG and HOME programs. Additional skills include project management, use of Arc GIS (mapping) and advanced Excel tools.

Mr. Finnstrom helped create the East Liberty Comprehensive Plan for a low-income and troubled community in Pittsburgh, which has resulted in millions of dollars in private investment in the community. He wrote the \$500,000 HHS grant for a planned Whole Foods development in the community, in addition to predevelopment planning and funding. He has past experience in affordable housing development in the City of Pittsburgh, including working with local banks and foundations on project financing.

<i>Education</i>	<i>Master of Urban &amp; Regional Planning</i> University of Pittsburgh; 1995	<i>Bachelor of Arts, Economics</i> Indiana University; 1985
<i>Professional Experience</i>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Urban Planner Pittsburgh, PA; 2004 – present	<i>Environmental Planning and Design</i> Associate Pittsburgh, PA; 2002 – 2004
	<i>East Liberty Development, Inc.</i> Director of Research and Planning Pittsburgh, PA; 1997 – 2002	<i>Pittsburgh Partnership for Neighborhood Development</i> Community Economic Development Coordinator Pittsburgh, PA; 1995 – 1997
<i>Affiliations</i>	American Institute of Certified Planners	Peace Corps (Nepal)
	American Planning Association	



## Maggie Clark

Maggie Clark is new to Mullin & Lonergan Associates having recently graduated from Pratt Institute in Brooklyn, NY with a Master of Science in City & Regional Planning. Her areas of focus during post-graduate studies included local economic development, land use and participatory processes. She served as editor of *MultipliCity* and was a teaching assistant for Thesis and Methods courses. She was previously employed as a Community Economic Development Consultant with Urbane Development where she executed market studies for feasibility analyses of retail anchors in underserved areas. This involved conducting primary qualitative research with economic development stakeholders and analyzing quantitative socioeconomic and housing data from neighborhood to the MSA scale.

Maggie's tenure with Fund for the City of New York was also noteworthy with its opportunity for conducting research and crafting policy recommendations to the Street Vendor Task Force as part of the Second Avenue Business Turnover study.

Currently, Maggie is working on the Analysis of Impediments for the City of Hazleton, PA and the Consolidated Plan for Millcreek Township, PA. She is also nearing completion on the Louisville, KY Housing Needs Assessment.

<b>Education</b>	<i>Master of Science in City &amp; Regional Planning</i> Pratt Institute; 2017	<i>Bachelor of Arts in International Affairs</i> Northeastern University; 2015
<b>Professional Experience</b>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Housing & Community Development Specialist Pittsburgh, PA; Jan. 2018 – present	<i>Urbane Development</i> Community Economic Development Associate New York, NY; June 2016 – Dec. 2017
	<i>Fund for the City of New York</i> Community Planning Fellow New York, NY; Sept. 2016 – April 2017	<i>St. Nick's Alliance</i> Property & Asset Management Intern Brooklyn, NY; May 2016 – Sept. 2016
	<i>Social Enterprise Fieldwork</i> Micro-Entrepreneurship Consultant Cape Town, South Africa; July 2015	<i>Commonwealth</i> Innovation Program Assistant Boston, MA; Jan. – July 2015

## Sean Rohrer

Sean Rohrer is interested in the use of economic principles and data analysis to strengthen organizations through informed decision making. He believes that communication is just as important as the analysis in order to craft the story that data tells. It is through the use of data, data analysis technologies, and excellent communication that he hopes to find and deliver solutions to development problems. Currently he is working on a housing study for the City of Louisville, KY and an Analysis of Impediments to Fair Housing Choice for Canton, OH.

Before joining M&L Sean worked on a project consulting with the Economic Development Growth Engine (EDGE) of Memphis and Shelby analyzing African American owned businesses, and how to increase their competitiveness. He took up the role of primary data analyst conducting research, analysis, and data visualizations for EDGE. He has a Master of Science in Public Policy and Management from Carnegie Mellon University and a Bachelor of Arts in Political Science from the University of Pittsburgh. He also served five years in the U.S. Army as a Medic.

Sean is completing the Stark County, OH AI and is working on updating the Demographic and Housing Profiles for the Idaho Housing Finance Agency.

<b><i>Education</i></b>	<i>Master of Science in Public Policy &amp; Management</i> Carnegie Mellon University (CMU)	<i>Bachelor of Arts, Political Science</i> University of Pittsburgh
<b><i>Professional Experience</i></b>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Housing and Community Development Specialist Pittsburgh, PA 2018 – present	<i>Bank of New York Mellon</i> Data Management and Quantitative Analyst Pittsburgh, PA 2017-2018
	<i>Economic Development Growth Engine</i> Data Analyst Memphis, TN 2017	<i>City of Pittsburgh</i> Junior Policy Analyst (Intern) Pittsburgh, PA 2016
	<i>United States Army</i> Medic 2006-2011	

## Christine DeRunk

Christine DeRunk is passionate about data-driven decision-making to solve complex societal problems. She has experience with mathematical modeling, techniques for multi-criteria decision-making, statistical analysis and data visualization. These skills pair well with the communication and presentation skills honed by leading a classroom; Ms. DeRunk was a physics teacher, grant writer and project manager for over a decade before making a career change into economic development. At Mullin & Lonergan Associates she is working on an Analysis of Impediments to Fair Housing Choice for Passaic County, NJ and a housing study for the City of Louisville, KY.

Prior to joining M&L Christine studied at the H. John Heinz III College of Information Systems and Public Policy at Carnegie Mellon University where she was the engagement lead on a project for the Economic Development Growth Engine (EDGE) of Memphis and Shelby County, TN. On this project, she took the lead in building mathematical models, conducting the literature review, and interviewing stakeholders.

Christine is currently working on the AIs for Passaic County, NY and Westmoreland County, PA. She's also responsible for the AI, Consolidated Plan and Annual Action Plan for Brunswick, GA.

<b>Education</b>	<i>Master of Science in Public Policy and Management</i> Carnegie Mellon University 2017	<i>Master of Arts, Peace Education</i> Antioch University McGregor 2008
	<i>Bachelor of Arts, Physics</i> University of Massachusetts - Amherst, 2000	
<b>Professional Experience</b>	<i>Mullin &amp; Lonergan Associates, Inc.</i> Housing and Community Development Specialist Pittsburgh, PA 2018 – present	<i>Business Forward</i> Solutions Analyst Pittsburgh, PA 2017 – 2018
	<i>Economic Development Growth Engine</i> Data Analyst Memphis, TN 2017	<i>Township of Upper St. Clair</i> Administrative Intern Upper St. Clair, PA 2016



**CHRISTOPHER ANDREWS, LEED Green Associate, Senior Planning Analyst**

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**EDUCATION**

M.C.P., University of California - Berkeley, 2014  
Certificate in Real Estate Development, University of California - Berkeley, 2014  
B.A., Economics, Colby College, 2007, distinction in major

**SUMMARY OF EXPERIENCE**

Mr. Andrews has ten years of housing and community development experience, during which time he has worked with numerous cities, states, and organizations to improve the regulatory implementation of housing and community development programs as well as to develop data-driven, market-based plans for disaster resiliency, fair housing, and community development. Mr. Andrews is a national expert in the eCon Planning Suite and is a lead author of resource materials and delivers frequent in-person and web-based trainings on the topic as well as works directly with HUD grantees to complete the Consolidated Plan.

Examples of Mr. Andrews's project experience are provided below.

West Virginia NDRC Phase 1 Application, Senior Planning Analyst, Employer: The Cloudburst Group

Mr. Andrews led a team to assist the State of West Virginia to design its Phase 1 NDRC Application approach, identify and quantify existing unmet needs, and prepare the State's 45-day optional threshold letter. The Cloudburst team provided the start-up assistance necessary to manage and develop a successful Phase 1 NDRC application.

Iowa Consolidated Plan and Analysis of Impediments, Senior Planning Analyst, Employer: The Cloudburst Group

Mr. Andrews is part of a team developing the Consolidated Plan and Analysis of Impediments for the State of Iowa. Mr. Andrews developed and implemented stakeholder and citizen outreach surveys, conducted the housing and non-housing community development needs assessment and act as team lead on the eCon Planning Suite.

eCon Planning Suite Trainings, Lead Trainer, Employer: The Cloudburst Group

Mr. Andrews has developed in-person and web-based training content for the eCon Planning Suite and delivered training to more than xx trainings. The trainings provide comprehensive guidance to grantees on how to use the eCon Planning Suite to complete data-driven, HUD-compliant Consolidated Plans.

**EMPLOYMENT HISTORY**

**6/14 - present: Senior Planning Analyst, The Cloudburst Group, Landover MD.**

Responsibilities include developing training and resource materials associated with the Consolidated Plan and delivering in-person and web-based trainings; assisting HUD grantees to produce data-based, regulatory compliant planning documents; and collaborating with states and cities to incorporate data-driven, market-based research into housing and community development planning.

**7/12 - 6/14: Independent Housing and Community Development Consultant, San Francisco, CA.**

Responsibilities included supporting six jurisdictions develop Consolidated Plans; creating a financial implementation toolkit for transit-oriented development advocates; and developing and delivering training curricula for the eCon Planning Suite and HUD Environmental Review Online System.

**9/12 - 6/13: Graduate Student Researcher, University of California - Berkeley, Berkeley, CA.**

Responsibilities included analyzing the effectiveness of housing and community development investments in two San Francisco neighborhoods using GIS and other data visualization techniques; developing a case study that assessed the effectiveness of a mixed-use development in downtown Oakland; and providing technical assistance on data analysis to transit-oriented development advocates.

**12/09 - 7/12: Junior Analyst and Analyst, The Cloudburst Group, Landover MD.**

Responsibilities included developing policy and procedure systems for NSP grantees; developing Housing Market Analyses; conducting programmatic Needs Assessments; facilitating project team meetings and monitoring team activities; and developing internal social media tools.

**9/07 - 9/09: Peace Corps Volunteer Leader and Small Enterprise Development Advisor, US Peace Corps Senegal, Nioro du Rip**

Responsibilities included overseeing the submission of all Peace Corps Volunteer grant proposals for the region of Kaolack; managing the Kaolack Regional Strategy; working as a business teacher and business counselor at a girl's vocational school; and assisting local organizations increase their organizational and management capacity.

**PUBLICATIONS**

- Lead author - Citizen Participation and Consultation Toolkit, Department of Housing and Urban Development, 2014
- Lead author - Data-Driven Planning Toolkit Guide, Department of Housing and Urban Development, 2014
- Lead author - Consolidated Plan in IDIS Desk Guide, Department of Housing and Urban Development, 2012
- Lead author - CPD Maps Desk Guide, Department of Housing and Urban Development, 2012



**MELISSA CAMPBELL, Program Manager**

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**EDUCATION**

M.A., Real Estate Development & Finance, Georgetown University, 2013  
B.A., Political Science/Business Management, Oakwood University, 2011

**SUMMARY OF EXPERIENCE**

Melissa Campbell has been working in real estate and urban development for the past seven years assisting with community development, economic development and the design and planning of affordable housing and mixed-income housing projects across the country.

**EMPLOYMENT HISTORY**

01/17 - 08/18: Economic Development Project Manager, City of Atlanta, Atlanta GA. Integrated targeted programs, outreach, and coordination focused on investment for small local businesses and development of neighborhood commercial districts. Utilized community-based and holistic economic development approach to deploy CDBG Entitlement Funds, implemented local small business tax program, and managed other HUD programs.

01/16 - 12/17: Assistant Project Manager, Brailsford & Dunlavey, Washington D.C. Management support for project team. Reported to project executives and senior project managers and served as a liaison for multidisciplinary planning project teams. Developed deliverables tailored to meet client's desired outcomes, scope requirements, and achieved project goals and objectives.

01/14 - 01/15: Community Relations Specialist, Detroit Landbank Authority, Detroit, MI. Engaged with local community organizations, faith-based organizations, non-profits, and corporations to deliver community outreach efforts for the Quasi-governmental agency encouraging home and land ownership. Tasked with program development, managed property sales, fund overview and reporting, and coordinating community outreach events.

01/13 - 01/14: Real Estate Analyst/Urban Development Coordinator, Rock Ventures LLC Detroit, MI. Tasked with activating public spaces, collaborated with public-private partners to launch initiatives spur community investment and economic development. Also tasked with investing in community development with the Detroit-based real estate development firm specializing in acquiring, financing, developing and managing 90+ properties and businesses in downtown Detroit.

Examples of Melissa Campbell's project experience are provided below.

Edgewood Court Apartments, Economic Development Project Manager, City of Atlanta. Analyze the project feasibility, project financing, and ten-year operating pro forma. Provide recommendation for compliance, tax revenue fiscal impact, resident retention, and affordability of proposed multifamily rehabilitation project. Served as City liaison and internal City lead as the project needed to be evaluated to ensure consistency with scope, intent, and compliance of meeting low-income housing needs. Project met city standards and able to deliver 100% affordable units.

Contact: Valerie Bernardo, City of Atlanta, 404-330-6390

Florida State University Southwest Campus Hotel, Assistant Project Manager, Brailsford & Dunlavey. Identified, quantified, and characterized demand for a short-stay hotel on the southwest campus. Determined the suitability of the Tallahassee hotel marketplace to support the Southwest Campus Hotel. Developed best practices from comparable niche campus hotels. Assessed the financial feasibility and sensitivities of a short-stay hotel project sized to accommodate the identified demand. After assembling and analyzing the data outlined above, recommended program consisted of three three-bedroom cottages and three one-bedroom flats. A development budget was also presented, along with a 10-year operating pro forma, additional demand opportunities, and potential management partnership strategies.

Contact: Marcus Huff, Brailsford & Dunlavey, 313-598-6195

City of Atlanta Urban Enterprise Zone Program, Economic Development Project Manager, City of Atlanta. Program administrator of the Urban Enterprise Zone (UEZ) Program. Managed program design, policies, guidelines and procedures consistent with scope and intent of program. Interdepartmental team lead in program analysis, application review, program pre-eligibility analysis, eligibility determination, City Tax Revenue impact analysis. Also served as external City liaison for projects.

Contact: Christina Cummings, City of Atlanta, 404-330-6390

Small Business Support (CDBG), Economic Development Project Manager, City of Atlanta. Contract administrator for strategic coordination focused on small business investment and support in neighborhood commercial areas. Strategic partnerships identified and established for the following economic outcomes: business retention, expansion and growth using a holistic community-based approach. Oversaw CDBG Entitlement funds, managed contracts, interdepartmental coordination, and tasked with annual compliance of entitlement funds used by community-based organizations and partners to deliver resources for small business owners to build capacity.

Contact: Christina Cummings, City of Atlanta, 404-330-6390



**T.J. Martzial; Project Manager**

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#### EDUCATION

B.A., English, University of Cincinnati

#### SUMMARY OF EXPERIENCE

Mr. Martzial began his career as a carpenter, building single family homes in large developments and passive solar homes. Prior to starting at Cloudburst in 2007, Mr. Martzial worked for the City of Bangor, Maine for over 25 years involved in housing rehabilitation, affordable housing development, and CDBG program management. He created the Bangor Homeless CoC, and Chaired that CoC for over five years. He facilitated the revitalization of the Bangor downtown district through CDBG affordable housing development and economic development activities. Mr. Martzial was appointed as a Commissioner of the Bangor Housing Authority, and served as Chair for 13 years. Mr. Martzial spent over three years as the Director of Housing and Community Development for the City of Portland Maine overseeing HUD CPD programs including CDBG, HOME, ESG, NSP-1, and HPRP. He also participated in annual strategic planning activities for homeless programs and services delivery in Portland. Mr. Martzial coordinated a three-year re-design of Portland's entire community development program that included extensive public engagement. Mr. Martzial also created the Portland-Cumberland County HOME Consortium in 2008. For Cloudburst, Mr. Martzial is the project manager on a number of HUD Community Planning and Development projects.

Examples of T.J. Martzial's project experience are provided below.

Cloudburst - City of Brownsville, TX Strategic Planning and Capacity Building for CDBG, HOME, and ESG Programs 2012-2014. Project Manager. Employer: Cloudburst Consulting Group. Lead a team of Cloudburst staff and subcontractors to build staff capacity to address \$3.7M in uncommitted funds by deadline, developed HOME Policies and Procedures Manual, built staff capacity on each CPD program to properly administer program. Provided guidance to City staff on Consolidated Plan process. Conducted training on IDIS and subrecipient management and monitoring and assisted City to strategically target HOME activities to address market and demographic needs through strategically targeted RFPs. *Contact: Marina Zolezzi, City of Brownsville, Office of Grants Management & Community Development, 1150 E. Adams Street, Brownsville, TX 78520 Phone: 956.548.6197*

State of Iowa Consolidated Plan and Analysis of Impediments to Fair Housing Choice 2014-2015. Project Manager. Employer: Cloudburst Consulting Group. Lead a team of Cloudburst staff and subcontractors to develop the five-year Consolidated Plan and Analysis of Impediments to Fair Housing Choice for the State of Iowa. *Contact: Leslie Leager, Community Development Division Coordinator, Iowa Economic Development Authority 200 East Grand Avenue, Des Moines, Iowa 50309, Phone: 515.348.6206*



State of Iowa Consolidated Annual Performance and Evaluation Report (CAPER) 2015-2018. Project Manager. Employer: Cloudburst Consulting Group. Lead a team of Cloudburst staff and subcontractors to develop the State of Iowa's CAPER. Contact: Leslie Leager, Community Development Division Coordinator, Iowa Economic Development Authority 200 East Grand Avenue, Des Moines, Iowa 50309, Phone: 515.348.6206

U.S. Department of HUD: "CPD Monitoring", November 2010 to 2012. Project Manager. Employer: Cloudburst Consulting Group. Lead a team of Cloudburst staff and subcontractors to provide Management and Strategy Consulting Services in support of the HUD Office of Community Planning and Development (CPD) to: (1) Review and re- design CPD's Monitoring Handbook and process; (2) develop a statistical risk assessment model that CPD's 43 field offices can use to assist them in efficiently and effectively deciding which grantees to monitor given limited staff and time available to each field office; (3) identify ways to streamline the monitoring process among CPD programs, for example, monitoring organizational capacity and financial management by grantee instead of monitoring those functions separately for each program as now is the case; and (4) recommending a method to enable CPD offices to maximize monitoring resources by determining when it would be appropriate to provide technical assistance rather than to conduct monitoring. Mr. Martzial provided assessment and optimization of the organizational structures/entities supporting grants management. In addition, he provided assessment and recommendation of the technology tools and environments used for grants management. Contact: David Enzel, Director, HUD Office of Technical Assistance and Management, 451 7th Street SW, Room 7228 Washington DC 20410, Phone: 202.402.5557

U.S. Department of HUD: Technical Assistance to the Commonwealth of Puerto Rico, November 2011 to 2013. Project Manager. Employer: Cloudburst Consulting Group. Lead a team of Cloudburst staff and subcontractors working with the Commonwealth of Puerto Rico to provide cross-cutting direct technical assistance that combined Neighborhood Stabilization Program (NSP) and College of Experts (CoE) support. The technical assistance team collaborated with the Commonwealth to produce a comprehensive housing needs assessment and market analysis in three months during the summer of 2011. Through collaboration with Puerto Rico's Housing Task Force (comprising representatives of five state agencies and special advisors to the Governor), Cloudburst produced a thorough housing strategy that coordinates the housing and community development efforts of each agency. The assessment included a detailed quantitative analysis that profiled the Commonwealth's current and projected supply and demand of the Commonwealth's housing stock, as well as an assessment of the current and projected demographic and economic trends. With this data, Cloudburst assisted the Task Force in producing focused housing policies for the agencies to collaborate on in future housing and community development activities and to articulate these policies in a comprehensive housing strategy report that culminated in the Governor's Housing Plan. Cloudburst is now assisting the Commonwealth in incorporating the use of this data and policy decisions in its NSP and other CPD funding allocations. Staff has completely turned over there, at least twice, not sure who to use as reference

## EMPLOYMENT HISTORY

03/10 - Present: Project Manager, The Cloudburst Group, Housing and Community Development Division. Provide technical assistance and training for CDBG, HOME, ESG, NSP, and various issues relative to HUD CPD programs, neighborhood redevelopment, homeless program design and compliance, strategic planning, organizational development, and affordable housing development.

12/06 - 02/10: Director, Division of Housing and Community Development, City of Portland, Maine, Department of Planning and Urban Development. Portland Maine is a CDBG Entitlement Community and the lead community in the Portland- Cumberland County HOME Consortium. Mr. Martzial was responsible for administration of over \$3.6 million in federal funds from CDBG, HOME, ESG, and Lead Hazard Control annually, and development of Portland's five-year Consolidated Plan in 2010. Supervised a staff of seven. Coordinated a three-year re-design of Portland's entire community development program that included extensive public engagement with neighborhood associations, and a redistribution of funding to encourage local economic development in distressed neighborhoods. Also includes administration of additional \$3.4 million in federal stimulus funds in 2009 (NSP-1, CDBG-R, and HPRP).

10/80 - 12/06: CDBG Housing Programs Manager, City of Bangor, Maine, Department of Community and Economic Development. Mr. Martzial administered the City of Bangor's single and multi-family housing rehabilitation loan and grant program for low-moderate income homeowners, tenants, and non-profit housing providers and supervised a staff of two. Developed local, State, Federal, and private resources to assist non-profit and for-profit housing developers in financing housing related activities. Coordinated, promoted and analyzed all local affordable housing initiatives with private and non-profit housing developers including financial analysis of affordable housing development using HOME and LIHTC funds. Advocate for affordable housing development, present proposals to City Council and the public. Wrote, administered, and reported on Federal and State housing grant proposals, including but not limited to CDBG, HOME, Supportive Housing Program, Shelter Plus Care, and Low Income Housing Tax Credits.

## SELECTED PUBLICATIONS

## PRESENTATIONS AND TRAINING CURRICULA

## SKILLS

Proficient in all Microsoft Office applications, and various live and recorded webinar software.

## HONORS, AWARDS AND FELLOWSHIPS

## COUNTRY EXPERIENCE

## LANGUAGE SKILLS



## **BENJAMIN STURM, Program & Systems Analyst**

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### **EDUCATION**

M.P.A., Public Policy & Administration, West Chester University, 2016 - Present

B.A., History, Millersville University, 2008

- Minor in Government & Political Science

### **SUMMARY OF EXPERIENCE**

Benjamin Sturm has 9 years of housing and community development experience, during which time he has worked as a Revitalization Coordinator with the Chester County Department of Community Development administering HUD and State funded programs to local municipalities, non-profit agencies, and other community organizations. After joining the Cloudburst Group, Mr. Sturm became a national expert in community planning and providing technical assistance to HUD Grantees working with HUD online systems, such as IDIS, eCon Planning Suite, and HEROS. Mr. Sturm has extensive skills in project management, community and regional strategic planning, environmental compliance, CPD program regulations and requirements, and data/system analysis.

Examples of Mr. Sturm's project experience are provided below.

#### **Incorporating AFH into eCon Planning Suite**

Mr. Sturm assisted in developing guidance on how jurisdictions should incorporate their AFH into their Consolidated Plans and Annual Action Plans through the eCon Planning Suite. This guidance consisted of a User Guide and several interactive webinar presentations between grantees, HUD Field Officers, and FHEO's.

#### **HUD Exchange "Ask-a-Question (AAQ)" Portal**

Mr. Sturm assists over 1,000 grantees each year through the HUD Exchange 'Ask A Question' help desk for the eCon Planning Suite, HEROS, and IDIS. As a national expert in HUD's online systems, Mr. Sturm provides on-call technical assistance to grantees experiencing issues and/or challenges in developing or modifying their Consolidated Plans/Annual Action Plans/CAPERs in the eCon Planning Suite, setting-up activities/projects in IDIS, and completing environmental reviews in HEROS. Through his extensive experience in working with local governments, Mr. Sturm can simplify even the most complex system issues to local government staff so that they can easily understand the steps toward solving the problem.

#### **eCon Planning Suite Tools, Products, and Trainings.**

Mr. Sturm has developed numerous guides and online resources that provide grantees with step-by-steps instructions for completing using the eCon Planning Suite. Mr. Sturm also develops content for web-based trainings that are designed to provide comprehensive guidance to grantees on how to use the eCon Planning Suite to complete data-driven, HUD-compliant Consolidated Plans.

#### **Consulting Services: State and Local Governments.**

In the past five years, Mr. Sturm has worked directly with over 20 State and local entities. Most recently with the State of Iowa in development of the 2015, 2016, and 2017 CAPERs.

Services provided include: monitoring and risk-based analysis, data collection and entry, technical assistance and training, development of policy & procedure manuals, program close-outs, environmental compliance, strategic planning, stakeholder outreach, and community engagement.

#### EMPLOYMENT HISTORY

**5/13 - present: Analyst, Cloudburst Consulting Group Inc., Landover, MD.**

Responsibilities include the development of the firm's technical offerings, project management and technical support in the areas of HUD environmental review compliance, HUD CPD online systems, community planning, data analysis, and design of adult learning materials. Among other areas of expertise, Mr. Sturm is Cloudburst's resident SME for HUD Environmental Compliance.

**9/10 - 4/13: Construction Coordinator, Chester County Department of Community Development, West Chester, PA.**

Responsibilities included the oversight of Federal, State, and County funding including CDBG, HOME, ESG, HTF, and Community Revitalization Programs. Managed contracts including contract compliance, budgets, monitoring, reporting, and evaluation for contracts with Chester County municipalities and organizations for activities such as construction, community revitalization, and permanent housing. Designated Environmental Officer for the County of Chester and responsible for conducting the environmental reviews for all federally funded projects throughout the County. Created and developed strategies that aligned with the Consolidated Plan, the Planning Commission's Landscapes 2 Plan, Decade to Doorways 10 Year Plan to Prevent and End Homelessness, and the Chester County Strategic Business Plan. Supervised the AmeriCorps\*VISTA program including coaching VISTAs, developing leadership skills, designing work plans, ensuring grant compliance, coordinating with State Community Action office, and created strategic policy decisions.

**7/09 - 8/10: Housing Coordinator, AmeriCorps\*VISTA - Corporation for National and Community Service, Chester County, PA.**

Served as AmeriCorps\*VISTA in Chester County. Led project management efforts around the Homelessness Prevention and Rapid Re-Housing Program (HPRP) including facilitating work groups, relationships and meetings with over 8 counties in Pennsylvania to develop a more regional approach, providing training and technical assistance, and creating a comprehensive operations strategy. Responsible for developing policies and conducting inspections for Housing Quality Standards (HQS), Habitability Inspections, and Lead Based Paint and Safety Standards. Led the planning and data collection for the Annual Point in Time County Homeless Count including coordinating over 100 volunteers to increase coverage throughout the County.

#### COMPUTER SKILLS

Advanced skills in information and grants management online systems, FEMA Map Service Center, NEPA Assist, Adobe products, Lectora, Snag It, GoToMeeting/Webinar, WebEx, Base Camp, Drop Box, Google products, Microsoft Office, Database Management, and GIS Systems

#### HONORS, AWARDS AND FELLOWSHIPS

Continuum of Care Program Certification - June 2016

U.S. Department of Housing and Urban Development Visual Lead Assessment Certification

Eagle Scout, Boy Scouts of America 2004

Recipient of award at Department of Community Development for exceptional service with the U.S. Department of Labor



Joel Warren, Program Analyst, Housing and Community Development

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EDUCATION

M.S.W, Macro Social Work, Catholic University of America, 2017  
B.S., Applied Psychology, University of Michigan - Flint, 2012

SUMMARY OF EXPERIENCE

Joel Warren has 3 years of housing and community development experience, during which time he has worked as a Case Manager in a Permanent Supportive Housing program for veterans. With Cloudburst, Mr. Warren supports HUD grantees to operate in HUD online systems, such as IDIS, eCon Planning Suite, and HEROS. Mr. Warren has experience in data and system analysis, strategic planning, goal development, outcome measurement, and CPD program regulations and requirements.

Examples of housing and community development project experience are provided below.

Incorporating AFH into eCon Planning Suite, Analyst, Cloudburst Consulting Group.

Mr. Warren assisted in developing guidance on how jurisdictions should incorporate AFH goals into their Consolidated Plans and Annual Action Plans within the eCon Planning Suite. This guidance consisted of developing a matrix tool to increase effectiveness and clarity when integrating AFH goals into the IDIS template.

Contact: Chris Andrews, Cloudburst Consulting Group, 240-582-3305

HUD Exchange "Ask-a-Question (AAQ)" Portal, Analyst, Cloudburst Consulting Group.

Mr. Warren assists grantees through the HUD Exchange 'Ask A Question' help desk for the eCon Planning Suite and HEROS. Being skilled in HUD's online systems, Mr. Warren provides on-call technical assistance to grantees experiencing issues and challenges in developing or editing their Consolidated Plans, Annual Action Plans, or CAPER in the eCon Planning Suite. Mr. Warren has also helped HUD grantees in setting up activities and projects in IDIS that will ensure accurate capture of data each program year.

Contact: Benjamin Sturm, Cloudburst Consulting Group, 240-582-3620

Consulting Services: State and Local Governments, Analyst, Cloudburst Consulting Group.

Mr. Warren has provided data collection, entry and analysis for Needs Assessments, Market Analyses, and Executive Summaries of the Consolidated Plan. Mr. Warren has aided in the review and edit of both data analyses and narrative sections of the Consolidated Plans for City and local governments.

Contact: Chris Andrews, Cloudburst Consulting Group, 240-582-3305

EMPLOYMENT HISTORY

10/17 - present: Program Analyst, The Cloudburst Group, Landover, MD.  
Responsibilities include providing system based technical assistance to HUD grantees, conducting data analytics on HUD program and system information and assisting grantees to develop Consolidated Plans, Assessments of Fair Housing and other planning documents.



6/15 - 9/17: Facilities Maintenance Analyst, National Park Service, Washington, DC. Responsibilities included the management and oversight of property, equipment, and labor database records used to track and project park costs and facility condition status. Developed a quality workflow system to maintain park assets resulting in efficient use of contractor and park labor personnel.

8/16 - 6/17: Government Research Fellow, Food Research and Action Center, Washington DC.

Synthesized complex government reports and data on a wide variety of federal programs with the goal to communicate effectively to program delivery agencies at the state and local levels. Created briefs for audiences of varying levels of expertise, simplifying in-depth Congressional hearings and reports for use by research and advocacy organizations across the country. Developed a network of over 3,000 organizations that signed on to advocacy efforts and received weekly communications from the government affairs team.

8/14 - 5/15: Veterans Housing Case Manager, Community Connection, Washington, DC. Assisted clients of the Permanent Supportive Housing program in the search for adequate housing suitable to their needs. Worked with clients to first ensure program compliance and then to accompany program requirements with counseling and guidance towards the attainment of client-identified goals. Analyzed Homeless Management Information System (HMIS) program data to identify client trends and possible programmatic gaps, leading to the formation of new outreach efforts and program supplements.

9/13 - 6/14: Medical Support Assistant, Department of Veterans Affairs, Reading, PA. Supported a team of primary care providers, social workers, and psychologists in carrying out thoughtful and quality health care for veterans. Counseled veterans on benefits available and patients' rights leading to a health care setting where patients were educated on all options available to them regarding their health care.

4/12 - 6/13: Research Coordinator, AmeriCorps VISTA, Anchorage, AK. Conducted market research leading to the creation of a business plan for an agricultural subsidiary of a Boys & Girls Club; eventually being created teaching children agricultural basics as well as increased revenue for the organization. Maintained the State of Alaska's Summer Food Service Program (SFSP) website through collaboration with all Anchorage based service sites, allowing children and families to easily access program distribution locations.

#### SKILLS

Advanced skills in information and grants management online systems as well as specific skills in: Adobe products, HMIS systems, GoToMeeting/Webinar, WebEx, Dropbox, Google Suite, Microsoft Office Suite, Database Management, WordPress, Salsa, and GIS Systems

#### HONORS, AWARDS AND FELLOWSHIPS

Horatio Alger Military Scholar - 2012  
Honors Graduate, University of Flint, Michigan - 2012  
Meritorious Promotion, Marine Corps - 2006  
Corporal in the Marine Corps Reserve Battalion of the Year - 2007



## Appendix C: Affirmative Action Policies



**ADDENDUM TO THE STANDARD OF BUSINESS ETHICS AND CONDUCT**

The following language to Section 3 (Equal Employment Opportunity) of the Company's Standard of Business Ethics and Conduct was revised and approved at the May 12<sup>th</sup>, 2014 Board meeting:

The following language replaces the previous Section 3 language:

**3. EQUAL EMPLOYMENT OPPORTUNITY**

**Standard:**

The company will provide equal opportunity in employment to all employees and applicants for employment. This Company and its employees shall not discriminate against any employee or applicant for employment based on his or her age, national origin, color, creed, disability, gender identity, marital status, race, religion, sex, sexual orientation, military status or what is required by Local, State & Federal Law. The Company will provide employment opportunities to the best person that can be found for each and every job while adhering to its anti-discrimination policy. This anti-discrimination policy extends to all terms, conditions, and privileges of employment, including hiring, introductory period, training and selection for training orientation, placement and employee development, promotion, demotion, transfer, recruitment or recruitment advertising, compensation, benefits, educational assistance, layoff and recall, social and recreational programs, employee facilities, termination, and retirement. Further, the Company and its employees will provide a working environment free from such discrimination.

The Equal Employment Opportunity Officer of the Company is Thomas J. Lonergan, who can be reached to answer any questions or concerns, in the Bucks County Office by phone at (215) 491-1846 or by mail at 1739 Grandville Circle in Jamison, Pennsylvania 18929.

This change to the Company's Standard of Business Ethics and Conduct will be effective immediately.

If you have any questions pertaining to this Addendum, please do not hesitate to let me know.

Thomas J. Lonergan

CFO/Vice-President

**AFFIRMATIVE ACTION POLICY****I. PURPOSE**

The Cloudburst Group (Cloudburst) believes in and is committed to equal employment opportunities for all employees and applicants for employment in all terms and conditions of employment. This policy outlines our commitment to this belief.

**II. POLICY****Equal Employment Opportunity/Affirmative Action Policy Statement  
41 C.F.R. 60-300.44(a); § 60-741.44(a)**

In setting forth our affirmative action plan (AAP) and this policy, Cloudburst Group reaffirms its belief in equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment. Cloudburst Group's President and top U.S. executive, supports Cloudburst's affirmative action program.

Cloudburst's HR Manager has been designated as the Equal Employment Opportunity Administrator (EEO Administrator). The HR Manager oversees the plan development, modification, implementation and reporting requirements, and conducts management updates. The EEO Administrator also analyzes Cloudburst Group's selection process in order to further the principles of equal employment opportunity.

As part of Cloudburst's commitment to this overall process, it will seek to ensure affirmative action to provide equality of opportunity in all aspects of employment, and that all personnel activities, such as the recruitment, selection, training, compensation, benefits, discipline, promotion, transfer, layoff and termination processes remain free of illegal discrimination and harassment based upon age, race, color, religion, sexual orientation, gender identity and expression, national origin, disability (as defined under Section 503 of the Rehabilitation Act of 1973), pregnancy, genetic information, and protected veteran status (as defined by applicable VEVRAA regulations). All employment decisions will be based only on valid job requirements. Regular review by Cloudburst, as described in the AAP, helps to ensure compliance with this policy.

Cloudburst maintains an audit and reporting system to determine overall compliance with its equal employment opportunity mandates and to respond to any specific complaints applicants or employees file with its EEO Administrator. The Company invites any employee to review the Company's written Affirmative Action Plans. These plans are available for inspection upon request during normal business hours at the Human Resources office.

Cloudburst will ensure that employees and applicants shall not be subjected to harassment due to their status described above, or any harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any of the following activities: (1) filing a complaint with the Company or with federal, state, or local agencies regarding status covered under this AAP; (2) assisting or participating in any investigation, compliance

review, hearing, or any other activity related to the administration of any federal, state, or local equal employment opportunity or affirmative action statute pertaining to the status covered under this AAP; (3) opposing any act or practice made unlawful by section 503 and/or VEVRAA or its implementing regulations; and (4) exercising any other right protected by section 503 and/or VEVRAA or its implementing regulations.

#### Employee Responsibility

Employees are responsible for reporting any concerns regarding Cloudburst's compliance with this policy to the EEO Administrator or the Chief Ethics and Compliance Officer.

#### Supervisor Responsibility

All Cloudburst supervisors are responsible for complying with this policy. He/she is also responsible for reporting any concerns of non-compliance to the EEO Administrator or the Chief Ethics and Compliance Officer.

#### EEO Administrator Responsibility

The EEO Administrator is responsible for overseeing the plan development, modification, implementation, and reporting requirements and conducts management updates. He/she is responsible for updating the plan on an annual basis.

### III. PROCEDURE

The EEO administrator will follow the recommended steps and actions contained in the Affirmative Action Plan.

### IV. TO WHOM THE POLICY APPLIES

This policy applies to all Company Representatives, with specific application to Company Managers and anyone with responsibility over a specific contract or program.

### V. ACCOUNTABLE MANAGER


The HR Manager is the Accountable Manager for management and administration of this policy.

### VI. DEFINITIONS AND ACRONYMS


- Company - Cloudburst Group (Cloudburst).
- Company Representatives - Corporate officers, employees and other representatives of the Company.
- HR - Human Resources
- AAP - Affirmative Action Plan



Policy No. HR-006-a  
Date Effective: May 13, 2015  
Supersedes: All others  
Version: 1.1

SIGNATURE AUTHORITY*	
	5/13/15
Lizette L. Salvador, HR Manager	Date

\*A Policy is not official unless the Signature Authority block is signed by the authorized company official.

REVISION HISTORY			
Description of Change:			
Previous version 4/1/2014			
Revised 5/13/15 to include recent update on Equal Employment Opportunity Executive Order 11246, as amended.			
Policy Revised By:		Approved By:	
Lizette Salvador HR Manager	5/13/15	 JP Morgan, Chief Financial Officer	5/13/15
	Date		Date



## Appendix D: Letter from President/CEO

October 11, 2018

Christine Hunsinger, Assistant Deputy Director  
Policy & Research  
RIHousing  
44 Washington Street  
Providence, RI 02903

Re: Requests for Proposals for Housing Related Research, Analysis and Reporting Services

Dear Ms. Hunsinger:

This letter is provided in accordance with the requirements of the above cited RFP.

As President and CEO of Northeast & Bucks Company trading as Mullin & Lonergan Associates, I certify that in the event our company is selected for this assignment:

- (1) Any Personal Information disclosed to our firm by RIHousing or which our firm acquires as a result of its services hereunder will be regarded by our firm as confidential, and shall not be copied or disclosed to any third party, unless RIHousing has given its prior written consent thereto; and
- (2) Our firm agrees to take all reasonable measures to (a) ensure the security and confidentiality of the Personal Information, (b) protect against any anticipated threats or hazards to the security or integrity of the Personal Information, and (c) maintain reasonable security procedures and practices appropriate to our firm's size, the nature of the Personal Information, and the purpose for which the Personal Information was collected in order to protect the Personal Information from unauthorized access, use, modification, destruction or disclosure; and
- (3) When discarding the Personal Information, destroying it in a commercially reasonable manner such that no third party can view or recreate the information, electronically or otherwise.

In addition to the above, I certify that:

- (1) No member of our firm has made inquiries or contacts with respect to this Request for Proposals other than in an email or written communication to Christine Hunsinger, [chunsinger@rihousing.com](mailto:chunsinger@rihousing.com), seeking clarification on the

MULLIN  
LONERGAN  
ASSOCIATES  
INCORPORATED  
Fax 412.323.1969

800 Vinial Street, Suite B-414, Pittsburgh, PA 15212 Phone 412.323.1950

Scope of Work set forth in this proposal, from the date of this RFP through the date of your proposal,

- (2) No member of our firm will make any such inquiry or contact until after October 12, 2018,
- (3) All information in our proposal is true and correct to the best of my knowledge,
- (4) No member of our firm gave anything of monetary value or promise of future employment to a RIHousing employee or Commissioner, or a relative of the same, based on any understanding that such person's action or judgment will be influenced, and
- (5) Our firm is in full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

We are prepared to enter into a contract with these provisions should our firm be selected for the work.

Sincerely,



Michael J. Kearney  
President/CEO

*RI Housing*  
**Bid to Prepare Plans & Reports**

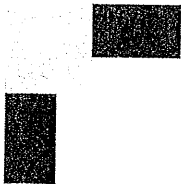
January 25, 2019



THE  
**CLOUDBURST**  
GROUP







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# Transmittal Letter

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January 25, 2019

Brian DeChambeau, Manager  
Research and Evaluation  
RIHousing


SENT VIA EMAIL: [bdechambeau@rihousing.com](mailto:bdechambeau@rihousing.com)

Dear Mr. DeChambeau:

Mullin & Lonergan Associates, in collaboration with Cloudburst Consulting Group, is pleased to submit its bid to provide the plans and reports sought by RIHousing.

Should you require additional information, please contact me at (412)323-1950 or via email at [marjoriew@mandl.net](mailto:marjoriew@mandl.net).

Sincerely,



Marjorie Willow, AICP  
Principal

## A. Proposed Approach

---

M&L's proposed approach for the RIHousing assignments is based on the successful partnership we have established with Cloudburst Consulting Group over the past ten years. The division of labor is based on the experience and expertise of individual professional staff and, collectively, of both consulting firms. Combined, we bring three principals and managers to this project along with 10 professional staff with a variety of skills—analytical, communication, programmatic, financing, development—that demonstrate our capacity to provide high-quality deliverables throughout the process and complete the work by May 1, 2020.

### Sequencing of Reports & Plans

Our team's approach to undertaking this assignment includes a logical sequencing of the plans and reports. For example, the Citizen Participation Plan provides the basic foundation and federal programmatic requirements for conducting all community engagement initiatives for the Consolidated Plan and Analysis of Impediments to Fair Housing Choice. And, the data-driven analyses of both the Analysis of Impediments and the Strategic Housing Plan can inform the priority needs for the five-year Consolidated Plan. For these reasons, we propose sequencing the plans and reports in the following order:


- HUD-required Citizen Participation Plan Amendment (2 months)
- RIHousing Public Outreach Plan (6 weeks)
- Strategic Housing Plan (4-6 months)
- Analysis of Impediments to Fair Housing Choice (4-6 months)
- Consolidated Plan (4-6 months)

Our schedule for this assignment covers a 14-month period (March 2019 through April 2020); however, our work plan includes a well-coordinated schedule with tasks for two or more plans being conducted concurrently (see our Project Schedule).

### Project Kick-Off

Our first step once under contract is to schedule a conference call with RIHousing staff and M&L team members to:

- Review and finalize the overall Project Schedule, including the schedule for deliverables
- Discuss events to be held during our first visit to Rhode Island
- Review the work plan for each document to be prepared and how RIHousing partners and local entitlement staff will contribute to the process



Discuss the community engagement initiatives to be undertaken that will drive the  
Public Outreach Plan for these documents, and  
Address other issues raised by RIHousing staff

## **HUD-required Citizen Participation Plan**

Based on our telephone call in mid-December, there were concerns made by staff that the current CPP may be outdated. It's also a good idea to make this a top priority to ensure that the CPP reflects the community engagement initiatives desired by RIHousing for the development of the three major plans to be undertaken. (The CPP reference throughout this proposal is the HUD-required Citizen Participation Plan for state grantees.)

### **Task 1: Review & Discuss Revisions Needed**

M&L conference call with RIHousing staff to discuss in detail the issues to be addressed in the CPP amendment

### **Task 2: Provide Draft CPP**

Within two weeks, M&L will provide a draft CPP incorporating HUD's most recent guidance for Consolidated Plans submitted after January 1, 2018

M&L conference call to discuss draft, answer questions, make final changes, etc.

### **Task 3: Provide Final CPP**

Within two weeks, Proposed Amended CPP provided to RIHousing for approval process and submission to HUD

## **RIHousing Public Outreach Plan**

Once the HUD-required CPP is approved by RIHousing, M&L will prepare a Public Outreach Plan specific to the planning documents covered by this proposal. The Public Outreach Plan will be consistent with the CPP; however, it will list and describe the activities to be undertaken by M&L in coordination with RIHousing to maximize citizen input into these planning efforts. For example, the Public Outreach Plan will lay out the specific schedule of events (stakeholder workshops, public meetings, online survey, FAQ sheet, etc.), all the details (dates, times, locations, local contact, AV equipment needs, language assistance needs, etc.), and marketing initiatives (email blasts to existing list serves, graphic flyers for each event, use of social media, etc.) to be prepared and/or managed over the course of the contract.

### **Task 1: Discuss Proposed Public Outreach Plan**

M&L conference call with RIHousing staff to discuss outreach activities to be addressed in the POP. This will be approached as a single outreach plan to cover the Housing Plan, the AI and the Con Plan. We will cover stakeholder identification, stakeholder workshops, public meetings, an online survey, and coordination of all activities among RIHousing staff and other municipal grantee staff (i.e., who is responsible for doing what, when and where).

M&L proposes the following outreach activities for this contract:

- Four in-person workshops/meetings with RIHousing staff (held at mutually agreeable points in the 14-month process and covering various tasks involving any of the three planning documents, as appropriate)
- Up to 10 Stakeholder Workshops for which our team will provide a list of stakeholder categories to assist in identifying who should be invited to participate, and a suggested list of topics for each workshop
- Up to 6 Public Meetings for which our team will prepare agendas, sign-in sheets, Power Point presentations, and take notes summarizing comments made
- An online survey that will include questions for all three planning processes. This can be translated into other languages to comply with the HUD-required CPP and Language Access Plans, as necessary.

### **Task 2: Provide Draft POP**

Within one month, M&L will provide a draft POP reflecting outreach activities and details, including a schedule

M&L conference call to discuss draft, answer questions, make final changes, etc.

### **Task 3: Provide Final POP**

Within 2-3 weeks, the final POP provided to RIHousing  
Implementation initiated

## Strategic Housing Plan

The following scope of work has been used for housing studies completed by M&L and provides a concise, data-driven analysis of housing need.

### Task 1: Quantitative Analysis

M&L regularly uses a number of comprehensive variables from reliable sources to establish a minimum baseline understanding for each housing study undertaken. From there, additional local metrics (depending on availability) help make the analysis more informative and robust.

The Census Bureau's **American Community Survey (ACS)** is an exhaustive and dependable source for demographic and economic data. It is also a valuable source for basic housing stock characteristics, such as age, size, tenure, vacancy, home value, rent, and more. Because ACS data is consistent over time and throughout the nation, it is ideal for investigating historical trends and benchmarking against other states.

The ACS provides social and economic "people variables", which profile economic and demographic trends. In addition, the ACS provides "housing variables" related to the physical housing stock. We will utilize the ACS to provide the baseline data foundation. This section of the report will define the economic and demographic forces that influence the housing submarkets throughout Rhode Island's counties.

Through work completed for our community development clients as well as housing studies clients, M&L is very familiar with HUD's **Comprehensive Housing Affordability Strategy (CHAS)** data. Although based on Census data, CHAS provides cross-tabulations of demographic and housing variables (income, race, cost burden, family size, etc.) unavailable elsewhere. This data set would be used to assess cost burden (how much of a household's income goes to paying for housing costs) by race, ethnicity and income.

Some datasets, while open to the public, require much more housing experience and technical expertise to utilize effectively. For example, the **Public Use Microdata Sample (PUMS)**, available from the Census Bureau, is a rich dataset that comes with a steep learning curve. M&L has successfully used PUMS data to compute affordable housing gaps – the difference between housing supply and demand at discrete income tiers – and other complex housing market metrics. The PUMS dataset would be used to assess how well supply is meeting demand for various income levels and household sizes across Rhode Island. It would also be used to assess whether certain housing products were missing from county and the state's inventories. There are four Public Use Microdata Areas (PUMAs) that cover Rhode Island: each containing one county with the exception of Bristol and Newport, which share a PUMA.

With the **US Bureau of Labor Statistics**, we will use annual wages and worker earnings by occupation to calculate housing affordability for Rhode Island households by income levels. Our analytical techniques will compare, for renters and owners, wages in dominant occupations and maximum affordable costs for two-income earning households.

Other publicly available data can help answer questions specific to housing needs. We regularly seek information on subsidized housing, tax credit projects, and expiring units that

are available from HUD, the *National Housing Trust*, state housing finance agencies, and others. These datasets would be utilized to create the baseline statewide assisted housing inventory, in addition to the inventory maintained by RIHousing.

M&L has advanced capacity for statistical research design and access to a wide variety of analytical software components, which will allow for the meaningful combination and interpretation of data. The presentation of quantitative data will be strongly oriented toward intuitive and attractive graphics and easy-to-read illustrative maps.

### *Task 1A. Analysis of Existing Housing Stock*

We will focus on ACS data sets to analyze the following for each county and the state:

- Units by type
- Tenure by units in structure
- Units in structure
- Year structure built
- Tenure by year structure built by units in structure
- Bedrooms
- Vacancy status by tenure
- Contract rent
- Gross rent
- Median gross rent
- Median selected monthly owner costs by mortgage status
- Mortgage status and selected monthly owner costs
- Households by income
- Gross rent as a percentage of household income
- Mortgage status by selected monthly owner costs as a percentage of household income
- Tenure by housing costs as a percentage of household income in the past 12 months
- Household type by household size
- Tenure by age of householder
- Tenure by household type and age of householder

Housing condition will be evaluated at a macro-level using Census variables such as median household income, median housing value, rate of poverty, and rate of unemployment at the Census tract level on a county basis. Based on this analysis, a ranking of 4-6 classifications will be used to categorize the overall housing condition in each county. For example, a classification such as “low quality with few resources available for investment” might be used for more rural and lower income areas. Public access to infrastructure and transportation and job growth will be described using publicly available data.

In addition, we will discuss housing needs by relevant demographic characteristics, such as age, income, familial status, race/ethnicity, and disability status—all of which will be useful for the AI and Con Plan.



### *Task 1B. Analysis of Housing Gap*

We will identify the housing gap between current inventory and existing and projected need by tenure by analyzing Public Use Microdata Sample (PUMS) datasets using weights for each county in order to account for PUMS Area (PUMA) boundaries that cross county borders. The Affordability Gap analysis is based on a methodology developed by the National Low Income Housing Coalition and the Urban Institute. Affordability in each area is found by first determining the area median income (AMI) and the monthly median cost to rent or buy a home – including utilities, property taxes, and insurance. Housing is considered affordable if these costs do not exceed 30% of a household's income.

We will identify income-restricted rental units at-risk for conversion to market-rate units. This issue deals with the potential loss in the supply of affordable housing units due to a variety of circumstances, including:

- Loss of subsidies
- Expiring contracts
- In the case of tax credit units, expiration of the 15-year compliance period
- Deterioration of physical condition to the extent that the unit is no longer habitable
- Demolition
- Owner's voluntary pre-payment of debt and conversion of units to market rate housing

By aggregating these datasets, a comprehensive profile can be generated that describes Rhode Island's at-risk affordable housing inventory by owner, address location, number of units by bedroom size, rental rates, and the date of expiring subsidy, where available.

### *Task 1C. Calculation of Housing Demand*

This will be based on population and household size projections at the county level. However, as projections exceed five years, the supporting data will become increasingly subjective.

## **Task 2. Draft Strategic Housing Plan**

### *Task 2A. Draft Housing Plan Document*

M&L will provide a Draft HNA document to RIHousing staff for review and comment. The document will be provided in both Adobe Acrobat format and Word format to facilitate the convenient exchange of comments and revisions using Track Changes. M&L will perform requested revisions on the draft document and provide up to two iterations to RIHousing.

### *Task 2B. Final Housing Plan Document*

We will prepare the final document in a highly polished, graphic-rich format using InDesign.

### *Task 2C. Final Presentation*

Once RIHousing staff approve the final document, we will create a PowerPoint presentation that summarizes the major findings.

## **Analysis of Impediments to Fair Housing Choice**

The AI will cover all HUD entitlements and the balance of the state. To the greatest extent possible, the data analysis completed for the Housing Plan will be utilized for the AI. Additional analysis will be conducted only to meet specific requirements unique to the AI.

### **Task 1: Demographic and Housing Market Analysis**

Analysis of trends from 2000-2017 in population, households, and income with emphasis on members of the protected classes (i.e., race, ethnicity, disability, familial status, etc.), and areas of concentration of minorities and low-income persons identified

Analysis of local housing stock in terms of condition, level of accessibility, vacancy status, sales prices, and rents; comparison of affordability of housing by tenure for minority groups; identification of patterns of housing segregation using the dissimilarity index for 2000 and 2010

Analysis of occupancy and waiting list characteristics for both public housing and the Section 8 Housing Choice Voucher Programs to determine the relative presence of members of the protected classes; analysis of geographic distribution of affordable housing facilities and programs, including public housing, Housing Choice Vouchers and other assisted or subsidized housing; analysis of any activities involving the demolition of public housing and the impact of such activities on members of the protected classes.

Comparison of location of major employment centers to areas of concentrations of minorities and low-income persons

### **Task 2: Analysis of HMDA Mortgage Data**

Evaluation of loan denial data for minority applicants for three previous years and research of high-cost loan data and trends to define whether mortgage loan products are available equally to persons in similar economic circumstances by race and ethnicity

### **Task 3: Evaluation of Public Policies and Statutes**

Evaluation of state and local policies and laws related to the development, financing, and siting of housing to determine if any contain discriminatory provisions; these will be mapped, where possible (e.g., address locations of all project-based Section 8 Housing Choice Voucher holders to illustrate where affordable housing can be obtained by lower income households)

Review of local application processes and project selection criteria to determine how AFFH factors are considered in funding decisions; inquire about efforts to inform and educate sub-recipients about AFFH responsibilities; analysis of fair housing monitoring efforts and procedures for sanctioning sub-recipients that fail to AFFH; review of any restrictions placed on entitlement programs by HUD and the entitlements' in achieving compliance

Assess level of effectiveness of housing discrimination complaint intake, processing and investigation procedures at the state and local levels

Review of administrative actions, including Language Access Plans, that influence housing and housing related services for immigrants and persons with limited English language proficiency

Define the function of the agencies involved in the day-to-day process of responding to fair housing questions and complaints for residents; explore how members of the protected classes become aware of the existence and function of fair housing organizations serving the state; review the results of any testing that has taken place; assess the extent to which the agencies operate as part of a broader framework of organizations that work collectively to provide information, expand knowledge, promote public awareness and generally expand opportunities for fair housing choice in the state

#### **Task 4: Research Fair Housing Profile**

Analyze housing discrimination complaints filed by residents and research the status of any legal action relative to fair housing against entitlements

Review the Fair Housing Action Plans from the entitlements' previous AIs and identify measures taken to implement the plans.

#### **Task 5: Summary of Impediments to Fair Housing Choice**

Describe issues that constitute impediments to fair housing choice. For each entitlement, we will identify public sector impediments where the entitlement jurisdiction exerts control over discriminatory practices and any private sector impediments that are beyond the control of the jurisdiction

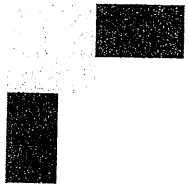
#### **Task 6: Fair Housing Action Plans**

A Fair Housing Action Plan will be prepared for each entitlement and one for the state as a whole where regional collaboration and coordination would be required to ameliorate discriminatory practices

Each plan will recommend a series of actions aimed at overcoming barriers to and expanding fair housing choice for members of the protected classes. The plan will correspond directly with impediments identified throughout the AI document. The plan will emphasize executable goals and strategic actions that are within the capacity of each entitlement to implement. We will include recommendations for incorporating AFFH policies into HUD-funded activities. In many cases, recommended strategies will be based on best practices encountered by M&L and Cloudburst in our work in entitlement communities across the country.

#### **Task 7: Publish Draft AI**

M&L will provide a Draft AI document to RIHousing and local entitlement staff for review and comment. The Draft AI will be provided in both Adobe Acrobat format and Word format to facilitate the convenient exchange of comments and revisions using Track Changes. M&L will perform requested revisions on the draft document and provide up to two iterations to RIHousing and local entitlement staff



Our team members will schedule individual conference calls with each entitlement and RIHousing staff to review comments on the draft document, answer questions, and finalize revisions.

**Task 8: Publish Final Regional AI Document**

M&L will incorporate any final revisions into the AI document, then publish and distribute the final version in MS Word and Adobe Acrobat formats.

## **Consolidated Plan**

To the greatest extent possible, the data analysis completed for the Housing Plan and the AI will be utilized for the Con Plan, supplementing the HUD-provided data tables with more current and nuanced analysis. Additional analysis will be conducted only to meet specific requirements unique to the Con Plan.

### **Task 1: Draft Needs Assessment (NA)**

Describe the State's demographic conditions, housing needs, needs for supportive services, and non-housing community development needs

Provide draft to RIHousing for review

### **Task 2: Draft Market Analysis (MA)**

Describe the State's estimated housing conditions, costs, and type as well as an assessment of market conditions for homeless, special needs and economic programs and activities

Provide draft to RIHousing for review

### **Task 3: Draft Strategic Plan (SP)**

Identify the priority needs of the State and describe strategies that the State will undertake to serve the priority needs: will include priorities, objectives, actions, and benchmarks for affordable housing, homeless and other special needs populations; and, narrative related to barriers to affordable and fair housing, lead-based paint hazards, and reducing poverty

Provide draft to RIHousing for review

### **Task 4: Draft Executive Summary (ES) and Process (PR) Sections**

Draft the Executive Summary and Process sections

Provide draft to RIHousing for review

### **Task 5: Revise Draft Con Plan**

M&L conference call with RIHousing staff to review comments, answer questions and finalize revisions to document

### **Task 6: Finalize Con Plan**

Provide final Con Plan in eCon Planning Suite to RIHousing

### **Task 7: On-Call Technical Assistance**

M&L team will remain available to RIHousing staff for on-call assistance throughout the course of the 45-day HUD review period for the Consolidated Plan. We will provide additional information/responses, as needed.



## B. Cost Estimate

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M&L's proposes to carry out all tasks described herein for a lump sum, not-to-exceed amount of **\$150,320** as detailed in the chart on the following page.

Line item totals for each task include:

Project Kick-off: **\$2,688**

HUD-required Citizen Participation Plan: **\$3,432**

RIHousing Public Outreach Plan: **\$2,650**

Strategic Housing Plan: **\$54,920**

Regional Analysis of Impediments to Fair Housing Choice: **\$28,895**

State Consolidated Plan: **\$19,407**

Public Outreach Plan Activities: **\$33,678**

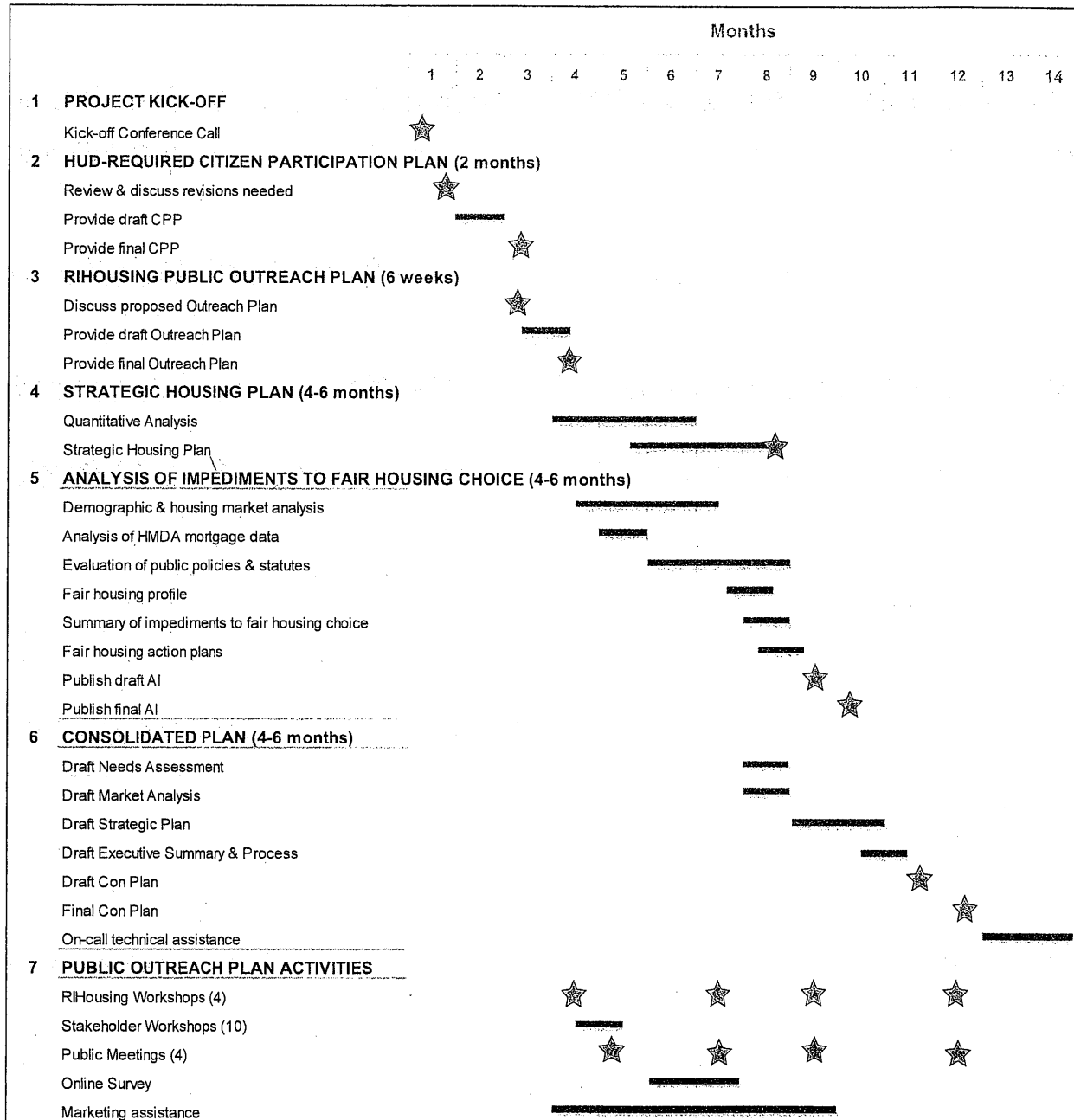
Cost savings could be achieved if RIHousing and its partners and/or local HUD entitlements carried out the majority of the Public Outreach Plan activities and M&L managed these and provided tools such as agendas, presentations, surveys, etc. We would, however, want to facilitate at least two of the proposed in-person workshops with RIHousing staff. The remaining two could be conducted via GoToMeeting.

Our team is open to negotiating the final scope and budget for this assignment.

	Mullin & Lonergan Associates		Cloudburst Consulting			TOTAL
	Principal @\$195/hr	Data Analyst @\$135/hr	Senior Manager @\$140/hr	Project Manager @\$105/hr	Data Analyst @\$97/hr	
<b>1 PROJECT KICK-OFF</b>						
Kick-off Conference Call	4 \$ 780	4 \$ 540	4 \$ 560	4 \$ 420	4 \$ 388	\$ 2,688
<b>2 HUD-REQUIRED CITIZEN PARTICIPATION PLAN</b>						
Review & discuss revisions needed	4 \$ 780	\$ -	4 \$ 560	\$ -	\$ -	\$ 1,340
Provide draft CPP	\$ -	\$ -	4 \$ 560	\$ -	2 \$ 194	\$ 754
Provide final CPP	2 \$ 390	\$ -	4 \$ 560	\$ -	4 \$ 388	\$ 1,338
<b>3 RIHOUSING PUBLIC OUTREACH PLAN</b>						
Discuss proposed Outreach Plan	4 \$ 780	\$ -	2 \$ 280	2 \$ 210	\$ -	\$ 1,270
Provide draft Outreach Plan	4 \$ 780	\$ -	\$ -	\$ -	\$ -	\$ 780
Provide final Outreach Plan	2 \$ 390	\$ -	\$ -	2 \$ 210	\$ -	\$ 600
<b>4 STRATEGIC HOUSING PLAN</b>						
Quantitative Analysis	8 \$ 1,560	120 \$ 16,200	\$ -	\$ -	100 \$ 9,700	\$ 27,460
Strategic Housing Plan	8 \$ 1,560	120 \$ 16,200	\$ -	\$ -	100 \$ 9,700	\$ 27,460
<b>5 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE</b>						
Demographic & housing market analysis	1 \$ 195	\$ -	\$ -	\$ -	32 \$ 3,104	\$ 3,299
Analysis of HMDA mortgage data	1 \$ 195	8 \$ 1,080	\$ -	\$ -	\$ -	\$ 1,275
Evaluation of public policies & statutes	1 \$ 195	40 \$ 5,400	\$ -	\$ -	40 \$ 3,880	\$ 9,475
Fair housing profile	1 \$ 195	16 \$ 2,160	\$ -	\$ -	\$ -	\$ 2,355
Summary of impediments to fair housing choice	2 \$ 390	16 \$ 2,160	\$ -	\$ -	\$ -	\$ 2,550
Fair housing action plans	8 \$ 1,560	40 \$ 5,400	\$ -	\$ -	\$ -	\$ 6,960
Publish draft AI	1 \$ 195	8 \$ 1,080	\$ -	\$ -	4 \$ 388	\$ 1,663
Publish final AI	2 \$ 390	4 \$ 540	\$ -	\$ -	4 \$ 388	\$ 1,318
<b>6 CONSOLIDATED PLAN</b>						
Draft Needs Assessment	2 \$ 390	\$ -	\$ -	\$ -	32 \$ 3,104	\$ 3,494
Draft Market Analysis	2 \$ 390	\$ -	\$ -	\$ -	32 \$ 3,104	\$ 3,494
Draft Strategic Plan	1 \$ 195	\$ -	\$ -	8 \$ 840	32 \$ 3,104	\$ 4,139
Draft Executive Summary & Process	2 \$ 390	\$ -	\$ -	\$ -	24 \$ 2,328	\$ 2,718
Draft Con Plan	1 \$ 195	\$ -	\$ -	8 \$ 840	16 \$ 1,552	\$ 2,587
Final Con Plan	1 \$ 195	\$ -	\$ -	\$ -	16 \$ 1,552	\$ 1,747
On-call technical assistance	\$ -	\$ -	\$ -	8 \$ 840	4 \$ 388	\$ 1,228
<b>7 OUTREACH</b>						
RIHousing Workshops (4)	32 \$ 6,240	32 \$ 4,320	\$ -	32 \$ 3,360	\$ -	\$ 13,920
Stakeholder Workshops (10)	20 \$ 3,900	\$ -	\$ -	\$ -	30 \$ 2,910	\$ 6,810
Public Meetings (4)	\$ -	\$ -	24 \$ 3,360	\$ -	24 \$ 2,328	\$ 5,688
Online Survey	2 \$ 390	16 \$ 2,160	\$ -	\$ -	\$ -	\$ 2,550
Marketing assistance	2 \$ 390	32 \$ 4,320	\$ -	\$ -	\$ -	\$ 4,710
<b>TOTAL</b>	<b>118 \$ 23,010</b>	<b>456 \$ 61,560</b>	<b>42 \$ 5,880</b>	<b>64 \$ 6,720</b>	<b>500 \$ 48,500</b>	<b>\$ 145,670</b>
						Travel allowance (airfare, hotel, per diem, mileage, transit) \$ 4,500
						Reproduction, publication \$ 150
						<b>TOTAL \$ 150,320</b>

# C. Project Schedule

M&L proposes to complete the contract in 14 months, assuming a contract start date of March 1, 2019. A more detailed schedule will be provided upon contract execution.





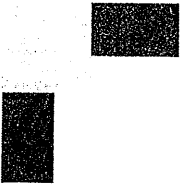
*RIHousing*  
**Response to Additional  
Questions**

February 7, 2019



THE  
**CLOUDBURST**  
GROUP





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# Transmittal Letter

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February 7, 2019

Brian DeChambeau, Manager  
Research and Evaluation  
RIHousing

SENT VIA EMAIL: [bdechambeau@rihousing.com](mailto:bdechambeau@rihousing.com)

Dear Mr. DeChambeau:

Enclosed please our firm's responses to RIHousing's request for additional information.

Should you have any questions, please contact me at (412)323-1950 or via email at [marjorie@mandl.net](mailto:marjorie@mandl.net).

Sincerely,



Marjorie Willow, AICP  
Principal

# M&L's Responses

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Q1: If not specifically detailed in the proposal, what data, files, and other information will the consultant provide/create/collect and what will be asked of Rhode Island Housing?

Generally speaking, we will require assistance from RIHousing to provide data and other information from sources that are not available to M&L in any other way. As the "keeper" of the specific data listed below, we must rely on your willingness to share the information with us to develop high quality deliverables.

Our proposal relies on RIHousing staff for the following:

In terms of data, we would request copies of local or state reference documents, relevant studies and other reports that we may not be aware of. For most data points, however, we will research online the most relevant and current data sources for analysis and narration in reports and plans that M&L will prepare for the agency.

In terms of programmatic achievements, we will request information for the federal and state-funded programs implemented by RIHousing. For example, we would need to know the locations of where HOME investments have been made across the state in order to determine the extent to which Rhode Island has affirmatively furthered fair housing.

At the beginning of each planning process (Con Plan, AI, Housing Plan), we will provide RIHousing with a *List of Documents Needed* and create a Dropbox folder for uploading them.

Q2: Please provide additional detail on the consultant's proposed involvement in the public outreach process. For each meeting proposed, please describe staffing and expected responsibilities for both the consultant and the RI Housing team consistent with the cost proposal.

M&L will work closely with RIHousing staff to collaborate on an effective and engaging public outreach process. We will make recommendations and offer advice on how to engage those least likely to participate in these events.

Our proposal includes four meetings/workshops with RIHousing staff, up to 10 Stakeholder Workshops and up to six Public Meetings. For each of these, a principal from M&L or a senior Manager from Cloudburst will be in attendance to facilitate each event, address questions, provide guidance, etc. In addition, our team will prepare all meeting agendas, stakeholder workshop questions, public meeting presentations, and general FAQ sheets needed for these events. We can also provide draft public meeting notices for publishing in local newspapers, if needed.

We would require assistance from RIHousing staff for the following:

Identifying stakeholders (locally and at the state level) and inviting them to the respective events. Our team will provide email invite language and promotional flyers (color 8.5 x 11 and 11 x 17 flyers) for RIHousing staff to distribute.

Promoting the online survey through established channels and social media. Our team will provide the survey content, the final version in Survey Monkey along with non-English versions if needed, and include the survey URL on the promotional flyers mentioned above.

Identification and reservation of all meeting spaces.

Timely review and commenting on all draft documents including agendas, the online survey, flyers, presentations and draft plans and reports provided by M&L.

Q3: Please describe what level of IDIS access will be requested and how the consultant intends to use the system.

We will work with RIHousing staff to obtain IDIS access log-in from HUD in order for M&L staff to complete the Consolidated Plan. Our level of access is limited to that which allows us to create and edit the Consolidated Plan, assist with uploading the Annual Plan provided by RIHousing staff, then submitting the final document to HUD.

Q4: How will healthy housing, including lead contamination, be addressed in the work products?

Our recent experiences in Canton, OH and Louisville, KY involved healthy housing within the framework of “healthy households, healthy neighborhoods”. In Louisville, we defined “health” as the financial stability of residents, the quality of housing stock, and the pace and type of development activity in the housing market within each neighborhood. We found it to be a more appropriate perspective for addressing an issue that recent research has revealed is far more complex than simply assessing the physical conditions within the four walls occupied by a family.

Local trends and conditions identified by conversations with program staff and community stakeholders (such as the extent of lead contamination) will be incorporated into our research and analysis. The proposed sequencing of planning documents included in our proposal (preparing the Strategic Housing Plan first, for example) will provide an opportunity for more in-depth analysis of myriad factors that impact housing—condition, cost, location, size, availability, etc.—for lower income households. Then, we can include major findings from this first planning document into the AI and, finally, the Consolidated Plan.

Q5: Please provide more detail on the consultant’s approach to the strategic housing plan. Will the plan address only affordable housing concerns, or will it provide broader insight into market conditions? Please provide additional details about the methodology proposed for projecting future housing supply and demand.

Our proposal includes a scope of work that will analyze the housing market across all income bands. However, our experience has shown that the greatest demand or unmet need for housing is most likely found within the lower income bands, specifically up to 50% of AMI. By including the other income bands (50% up to 80%, 80% up to 120%, 120% up to 200% and 200%

and higher), our analysis has revealed where the private market is adequately addressing housing demand (e.g., usually in the higher bands), how the private market is impacting the more affordable housing inventory, and where the unmet need is greatest. These data-driven findings can provide the basis for guiding the public conversation to where housing demand is most evident.

In terms of projections of future housing supply and demand, these will be informed by demographic and economic data from Woods & Poole Economics, Inc. Woods & Poole's data will allow us to estimate the total number of households, average household size, and number of houses by income band each year in order to project housing demand up to twenty years in the future. The data will also give us an estimate of the number of homes by value bracket for each year. By making necessary adjustments for anticipated inflation rates, we can project the supply of and demand for homes in specific price ranges at five-year intervals for up to twenty years.

Q6: What is the consultant's anticipated schedule for disbursement of project funds?

We are open to how this multi-task contract will be invoiced. Our most common method is on a monthly basis where we provide a percentage of each task completed during the previous month. We also have contracts that permit us to invoice when certain tasks are completed or deliverables are provided. In this example, the following might be appropriate:

Upon completion of the Project Kick-off task

Upon delivering the final Citizen Participation Plan

Upon delivering the Public Outreach Plan

Upon delivering the Quantitative Analysis piece of the Housing Plan

And so on.

We welcome the opportunity to find the right schedule that fits RIHousing's funding availability.

Q7: Please provide more detail on how the consultant will engage historically disenfranchised populations in the outreach effort.

This challenge is the reason for making the Public Outreach Plan a separate task within our proposal. Our experience has shown that planning for historically disenfranchised populations rather than with them, or persons who advocate on their behalf, results in empty seats around the table. In identifying who these populations are, where they live and where they feel most comfortable speaking to others who are not from within their safe spaces, we've found that collaborating with key community stakeholders from within these populations we can learn about meeting locations (e.g., local ethnic restaurants, ethnic churches, etc.), what time of day works best, how to invite them (word of mouth, flyers in local neighborhood places, etc.), and how to address topics in ways that encourage responses. For example, asking "What are the priority needs in your community?" has been meant with blank stares while "Tell us what you like best about your neighborhood" can elicit useful information expressed in more enthusiastic ways.