

CITY OF WARWICK

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

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

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

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

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

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2015 - 134	Construction of Potowomut Fire Station (Re-bid)	<b>Ahlborg Construction Corp.</b> 21 College Hill Rd. 2 <sup>nd</sup> Fl. Warwick, RI 02886	\$66,037.00		1	6 - 12
2017 - 082	Professional Consulting Firm to Assist with the Development of a Renewable Energy Strategy	<b>Clean Economy Development, LLC</b> 127 Dorrance St. 5 <sup>th</sup> Fl. Providence, RI 02903	\$5,000.00			

Continued next page

Bid #	Name	Vendor(s) Name/Address	Contract Award	Contract Period	Note	Code
2017 - 098	Construction Services for Elevation of Flood Prone Structure	<b>Seaside Enterprises, Inc.</b> 47 Wharf Rd. Warwick, RI 02889	\$125,700.00			
2017 - 100	Varonis Data Protection & Auditing Software	<b>Atrion, Inc.</b> 125 Metro Center Blvd. Warwick, RI 02886	\$83,945.08			
2017 - 107	Purchase & Deliver Air Conditioning Unit for City Hall	<b>Johnson Controls, Inc.</b> Six Blackstone Valley Pl. Ste. 202 Lincoln, RI 02865	\$56,059.00			
2017 - 110	Aerial & Ground Ladder Testing	<b>Diversified Inspections/ITL, Inc.</b> PO Box 39669 Phoenix, AZ 85069	\$12,000.00	2 years from date of award		
2017 - 112	Radiator Manufacture and/or Repair	<b>BGR Radiator</b> 25 Center Pkwy. Plainfield, CT 06374	\$10,000.00	10/3/16 - 10/2/17		
2017 - 113	Asphalt Concrete Hot Mix & Cold Patch	<b>D'Ambra Construction Co., Inc.</b> 800 Jefferson Blvd. <u>Warwick, RI 02887</u> <b>Narragansett Improvement Co.</b> 223 Allens Ave. <u>Providence, RI 02903</u> <b>Lynch Corp.</b> 50 Lynch Pl. <u>Cumberland, RI 02864</u> <b>Johnston Asphalt, LLC</b> 100 Allendale Ave. <u>Johnston, RI 02919</u> <b>Cardi Corp.</b> 400 Lincoln Ave. Warwick, RI 02888	As Needed Basis	9/15/16 - 9/14/17		

Continued next page

**PCR-119-16**

<b>Bid #</b>	<b>Name</b>	<b>Vendor(s) Name/Address</b>	<b>Contract Award</b>	<b>Contract Period</b>	<b>Note</b>	<b>Code</b>
2017 - 119	Inventory, Work Orders, Fleet & Facilities Management	<i><b>Tyler Technologies (MUNIS)</b></i> 370 US Route 1 Falmouth, ME 04105	\$134,645.00			56 - 6
2017 - 120	Investment Assessments	<i><b>Tyler Technologies (MUNIS)</b></i> 370 US Route 1 Falmouth, ME 04105	\$15,300.00			56 - 6

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

1. Request permission to increase PCR-122-14 from \$2,587,000.00 to \$2,653,037.00.

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


Patricia A. Peshka  
Purchasing Agent



Scott Avedisian  
Mayor

**City of Warwick**  
Purchasing Division  
3275 Post Road  
Warwick, Rhode Island 02886  
Tel (401) 738-2000 Ext. 6240  
Fax (401) 737-2364

TO: Members of the Finance Committee

FROM: Patricia A. Peshka, Purchasing Agent 

DATE: September 8, 2016

RE: Bids for the Finance Committee on Monday, September 19, 2016

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CODE: 455-0423 Fire Dept./Construction

**SECTION 6-12**

Request permission to increase PCR-122-14  
from \$2,587,000.00 to \$2,653,037.00

**Bid #2015-134 Construction of Potowomut Fire Station (Re-bid)**

Ahlborg Construction Corp.  
21 College Hill Rd.  
2<sup>nd</sup> Fl.  
Warwick, RI 02886

Contract Increase: \$66,037.00

*James G. McLaughlin  
Chief*



*Headquarters  
(401)-468-4049  
Fax # 468-4001*

*111 Veterans Memorial Drive  
Warwick, RI  
02886*

September 2, 2016

Patricia Peshka  
Purchasing Agent  
City of Warwick

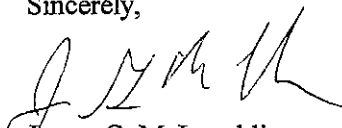
Dear Ms. Peshka,

In accordance with City of Warwick Ordinance 6-12, Amendment to an Existing Contract, the Warwick Fire Department seeks an adjustment to a contract under Bid #2015-134. The contract was awarded for \$2,587,000.00 and needs to be increased \$66,037 to provide final payment to Ahlborg Construction, 21 College Hill Road, Warwick RI 02886.

Although increased authorization is needed there is no additional funding being requested as a result of grants awarded and secured by the Fire Department which offset total costs for the project budget. The budget code is 455-0423.

Thank you.

Sincerely,

  
James G. McLaughlin  
Chief of Department

**RFP2017-082 Professional Consulting Firm to Assist with the Development  
of a Renewable Energy Strategy**

- 2 bids submitted

CODE 18-400 Finance/Contingency

MANNER OF AWARD \$5,000.00

RECOMMEND Clean Economy Development, LLC

=====

Clean Economy Development, LLC  
127 Dorrance St., 5<sup>th</sup> Floor  
Providence, RI 02903

Best Practice Energy, LLC  
24 Salt Pond Rd., Ste. H3  
Wakefield, RI 02879

**Pricing as Follows**

Continued next page



## Cost Proposal

### Cost Proposal

CED provides a favorable cost structure to our municipal clients. Given our level of expertise and confidence in being able to deliver successful projects, CED's fee structure is primarily "performance based," meaning that outside of the small, initial down payment, CED's fees are only earned paid upon successful completion and operation of renewable energy project(s) and/or financing. Added, to limit the out-of-pocket expense to the City, CED has structured its contracts to include the City's consultant costs as part of the renewable energy project developer's overall project costs. As such, the project developer then becomes responsible for paying the City's consulting costs (rather than the City directly) - if, and only if, successful cost-saving projects are contracted for.

### Fee Structure

Fees for this scope of work shall be calculated as follows:

1. City shall pay CED a down payment of \$5,000.00 upon execution of a renewable energy professional services contract.
2. CED shall charge the City a Fee equal to ten percent (10.00%) of the total value of financing secured for renewable energy Projects on behalf of the City. These fees shall be paid on the following schedule:
  - a. 50% of fees paid upon financing award/notice.
  - b. 50% of fees paid upon completion of associated financed Project(s).
3. At the request of the City, CED will provide additional professional renewable energy services. Such services will be billed at an hourly rate of \$195.00. Fees will be billed monthly.
4. In addition to the Fees above, City shall require selected RFP respondents to pay CED a fee calculated at \$0.0550 per DC installed Watt of renewable energy projects contracted for between the City and selected renewable energy project developer(s). City shall require selected RFP respondent to pay these fees on the following schedule:
  - a. 50% of fee paid upon execution of a Power Purchase Agreement ("PPA") or Purchase & Sales Agreement ("PNS"), whichever is applicable.
  - b. 50% of fees paid upon Project Commercial Operation Date ("COD").



Best Practice Energy LLC  
24 Salt Pond Road  
Suite H3  
Wakefield, RI 02879  
401.594.2300

## Cost Proposal – RFP 2017-082

### Cost Tables

Best Practice Energy, LLC will provide clear, concise, and fully transparent cost tables for any and all projects in partnership with the City of Warwick. These costs will be clearly broken down into two sections – awarded vendor cost, and Best Practice Energy cost. The cost for Best Practice Energy will be based on the agreed hourly consultancy fees (our proposed rates are detailed below).

### Labor Rates & Contract-based Compensation

Best Practice Energy, LLC is proposing the following hourly consulting rates, detailed below per-position:

<u>President</u>	\$105.00/hr
<u>Renewable Energy &amp; Efficiencies Consultant</u>	\$85.00/hr
<u>Market &amp; Strategy Analyst</u>	\$55.00/hr
<u>Regional Sales Director</u>	\$55.00/hr

The above rates are “fully loaded” and all-inclusive for our services related to any projects that will result from the award of this RFP, i.e. the participation in RFP / vendor or contractor vetting processes, evaluation of bidding vendors, participation in meetings with any upper management for the City of Warwick, etc.

These rates would be locked for the full term of the initial consulting agreement, and may be subject to a 3% increase for additional years if the agreement is renewed. Any commissions or other compensation that may be earned from these services will be fully transparent and offset against any proposed rate.

### Lump Sum: – Renewable Energy Plan

The lump sum cost for Best Practice Energy, LLC’s role in assisting in compiling and implementing the Renewable Energy Plan is estimated to be \$5,210.00\*. Please see below for details of this estimated cost:

<u>Position</u>	<u>Est. Hours</u>	<u>Cost</u>
President	10	\$1050.00
Renewable Energy & Efficiencies Consultant	25	\$2125.00
Market & Strategy Analyst	25	\$1375.00
Regional Sales Director	12	\$660.00
<b>Total</b>	<b>72</b>	<b><u>\$5,210.00*</u></b>



Best Practice Energy LLC  
24 Salt Pond Road  
Suite H3  
Wakefield, RI 02879  
401.594.2300

\*The estimated lump sum outlined is subject to the agreed upon statements of work resulting from the award of this RFP, and is subject to change should the scope of services required from said projects differ from the details outlined above. In order to provide a more accurate estimate for the cost of assisting in the implementation of the Renewable Energy Plan, Best Practice Energy will need to further define the scope of services to ensure the above projected hours estimates are accurate.

**RFP2017-082 Professional Consulting Firm to Assist with the Development of a Renewable Energy Strategy**

The following vendors were sent specifications

**Best Practice Energy, LLC**

24 Salt Pond Rd., Ste. H3  
Wakefield, RI 02879  
info@bestpracticeenergy.com

**E2Sol**

10 Dorrance St., Ste. 700  
Providence, RI 02903  
info@E2SOL.com

**Rethinking Power Management**

745 Boylston St., 7th Floor  
Boston, MA 02116  
info@rpmpowerllc.com

**Clean Economy Development, LLC**

127 Dorrance St., 5th Floor  
Providence, RI 02903  
jdash@cleaneconomydevelopment.com

# Memorandum

**To:** Honorable City Council  
**From:** Bruce R. Keiser, Director of Administration  
**Date:** 8/26/2016  
**Re:** Renewable Energy Plan

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The City recognizes the benefits and value of renewable energy as a means of stabilizing and reducing its long-term electricity costs, reducing dependence on fossil fuels and slowing the effects of climate change. Further, the City is aware that the State has made significant improvements in the number and types of incentives and related policies that support the development of new municipal renewable energy projects, including projects through public-private partnerships.

To this end the Administration solicited consultant proposals to develop a municipal Renewable Energy Strategic Plan. The Plan will review and recommend opportunities for the City to obtain electricity from renewable sources to meet all or part of the annual municipal electrical demand. The Strategic Plan will include:

- Feasibility of siting renewable facilities on City property;
- Market opportunities to partner with renewable energy providers with off-site facilities;
- Cost and benefit analysis of options including full use of tax incentives, rebates and financing tools;
- Development of an RFP to solicit offers from 3<sup>rd</sup> party renewable energy providers for both on-site and off-site projects.
- Review and analysis of the technical and financial merits of respondent offers;
- Preparing recommendations for one or more renewable energy development/acquisition agreements;
- Assist the City in project review and negotiation;
- Assist in submission of applications for financing and incentives;

Two firms submitted proposals. We are recommending award of the contract to low bidder, Clean Energy Development, Inc. (CED). This firm demonstrated has worked with three Rhode Island municipalities and the Narragansett Bay Commission in the identification and assessment of renewable energy opportunities from the planning stages through development and implementation. CED submitted the low offer in the amount of \$5,000.00.

Patricia A. Peshka  
Purchasing Agent



City of Warwick

Scott Avedisian  
Mayor

Purchasing Division  
3275 Post Road  
Warwick, Rhode Island 02886  
Tel (401) 738-2000 Ext. 6240  
Fax (401) 737-2364

The following notice is to appear on the City of Warwick's website Tuesday, August 2, 2016.  
The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK  
PROPOSALS REQUESTED FOR**

**RFP2017-082 Professional Consulting Firm to Assist with the Development  
of a Renewable Energy Strategy**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Tuesday, August 2, 2016. Please note that our offices will be closed on Monday, August 8, 2016.

Sealed proposals will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Monday, August 15, 2016. The proposals will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

Awards shall be made on the basis of the lowest evaluated or responsive proposal price. Please note that no proposals can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2000, extension 6241 at least 48 hours in advance of the proposal opening date.

Patricia A. Peshka  
Purchasing Agent

**PLEASE SUBMIT THIS PAGE WITH YOUR PROPOSAL**

**Acknowledgement of Addendum (if applicable)**

<b>Addendum Number</b>	<b>Signature of Bidder</b>
_____	_____
_____	_____

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

BIDDER'S SIGNATURE: \_\_\_\_\_

BIDDER'S NAME (PRINT): \_\_\_\_\_

TITLE: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ \*

\*Please include your email address. Future proposals will be emailed, unless otherwise noted.

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**II. AWARD AND CONTRACT:**

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor (delete if inapplicable), accepts the above proposal and hereby enters into a contract with the above party to pay the proposal price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: \_\_\_\_\_  
RFP2017-082 Purchasing Agent

**CERTIFICATION & WARRANT FORM\***

**This form must be completed and submitted with sealed bid.  
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statues, laws, ordinances and regulations, in particular, but not limited to Chapter 16- Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

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Signature

---

Date

---

Company Name

---

Address

---

Address

**\*This form cannot be altered in any way**



**CITY OF WARWICK  
NOTICE TO BIDDERS**

**RFP2017-082 Professional Consulting Firm to Assist with the Development  
of a Renewable Energy Strategy**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Tuesday, August 2, 2016. Please note that our offices will be closed on Monday, August 8, 2016.

Sealed proposals will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Monday, August 15, 2016. The proposals will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Proposals received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a proposal not properly addressed and identified. No proposals shall be accepted via facsimile or email.

The opening of proposals shall be in the order established by the posted agenda and the agenda shall continue uninterrupted until completion.

Once an item has been reached and any proposals on that item has been opened, no other proposals on that item will be accepted and any such proposal shall be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a proposal thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the proposal or has participated in contract negotiations on the part of the City, that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for proposals, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All proposals should be submitted with one (1) original and two (2) copies and an electronic version placed on a flash drive in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "RFP2017-082 Professional Consulting Firm to Assist with the Development of a Renewable Energy Strategy."

Should you have any questions, please contact Bruce Keiser, Director of Administration, 3275 Post Rd., Warwick, RI at 401-738-2000, extension 6410.

All proposals should be written in ink or typed. If there is a correction with whiteout, the bidder must initial the change.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder shall indicate the item or part with the deviation and indicate how the proposal will deviate from specifications.

The IRS Form W-9 attached should be completed and submitted with the proposal if the bidder falls under IRS requirements to file this form.

*When a bid is awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a Certificate of Good Standing dated no more than thirty (30) days prior to the date upon which the bid award was made.*

*The successful bidder will provide said Certificate of Good Standing within ten (10) calendar days after notification of award or the City reserves the right to rescind said award.*

*The Certificate of Good Standing may be emailed to [bids@warwickri.com](mailto:bids@warwickri.com). Please refer to the bid number on your response.*

The City is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The Purchasing Agent reserves the right to reject any and all proposals, to waive any minor deviations or informalities in the proposals received, and to accept the proposal deemed most favorable to the interest of the City.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City shall incur no liability for materials or services not yet ordered if it terminates in the best interests of

the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor shall be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit shall be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick shall be the sole responsibility of and shall be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondents proposal or response and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick shall be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the proposal specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement shall cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to proposal specifications.

**The successful bidder must adhere to all City, State and Federal Laws, where applicable.**

## Request for Proposals

**Seeking the professional services from qualified professional consultants to assist with the development of a renewable energy strategy that will lead to the identification and pursuit of the design, financing and installation of one or more renewable energy projects that will provide long-term energy savings for the City of Warwick**

City of Warwick, RI  
RFP2017-082

### **Section 1. Notice of Request for Proposal (“RFP”)**

The City of Warwick (the “City”) recognizes the benefits and value of renewable energy as a means of stabilizing and reducing its long-term electricity costs; reducing its dependence on fossil fuels and slowing the effects of climate change. Further, the City recognizes that the state of Rhode Island has made significant improvements in the number and types of incentives and related policies that support the development new municipal renewable energy projects, including projects that benefit the State’s municipalities through public-private partnerships.

Given this, the City has a goal of developing and incorporating a renewable energy strategy that will result in upwards of 100% of the City’s electricity to be procured from cost-effective, renewable energy projects. In order to most effectively achieve this goal, the City is issuing this Request For Proposal (“RFP”) to partner with a qualified professional consulting firm (the “Consultant”) who will assist the City in identifying renewable energy opportunities projects that will stabilize and reduce the long-term electricity costs for the City. It is anticipated that the Consultant will assist with the identification, procurement, underwriting and selection of both on-site (projects to be installed on City-owned facilities) and off-site (remote net metering) renewable energy options.

### **Section 2. Overview, Objectives and Project Information**

The objective of this RFP is to identify and select a professional consulting firm that has expertise in partnering with municipalities and assisting them with identifying and executing renewable energy opportunities from start to finish. Evaluation of Proposals will include the consideration of experience and expertise in local renewable energy planning and management. The City will select a professional consultant who provides a response that best:

1. Provides a scope of work that will best meet the City’s objectives of this RFP;
2. Clearly identifies how the resulting renewable energy plan will provide actual long-term energy savings for the City;
3. Demonstrates the Consultant’s experience with Rhode Island based municipal renewable energy projects, financing and public-private partnerships;
4. Demonstrates the Consultant’s experience working within the State policies, programs and incentives that support municipal renewable energy development.

This RFP is for renewable energy consulting services only, and not for any design, development or installation of any renewable energy project(s). As part of this RFP, the City anticipates it will publish an additional RFP for the actual design, development and installation of renewable energy projects. The selected consultant for this current RFP will not be allowed to bid on any subsequent RFPs for the actual design, development and/or installation of any renewable energy projects the City may choose to pursue.

### **Section 3. Submission Requirements**

Respondents shall submit three (3) paper copies and an electronic version placed on a flash drive must be submitted to the office of the City Purchasing Division, Warwick City Hall, Lower Level, 3275 Post Road, Warwick, RI 02886 on or before 11:00 AM, August 15, 2016. Responses to this RFP must include a transmittal letter indicating that the Respondent has carefully read and understands all of the provisions of this RFP. An individual who is authorized to negotiate and execute binding agreements with the City must sign transmittal letter.

### **Section 4. Applicant Response: Proposal and Scope of Work**

The City is seeking a Consultant who can outline and execute a scope of work that will allow for the City to achieve its goal of procuring upwards of 100% of the City's electricity from cost-effective renewables. As part of this RFP response, the City requests that Respondents provide a scope of work, which shall include, but not be limited to:

- Predevelopment activities needed upon project start
- Process for identifying and recommending potential projects
- The role of State incentives with respect to recommended projects

### **Section 5. Qualifications and Experience**

Information provided in response to this RFP shall be used to determine the Consultant that can most effectively deliver the goals of this RFP. Respondents are required to provide detailed responses to the following:

1. Transmittal letter: A letter indicating that the Respondent has carefully read and understands all of the provisions of this RFP, and is bound to all the commitments made in the Proposal.
2. Statement of Qualification: Respondents should provide a summary description of the firms expertise and qualifications. This should include, but not necessarily be limited to:
  - a. Company Information: Description of the company, including the name of all firms (if a joint venture is being proposed), and the principals comprising the development team.
  - b. Project Lead: Identification of experience of lead project manager for this assignment.
  - c. Rhode Island project experience: Provide a description of Respondents' experience with Rhode Island based municipal renewable energy projects.
  - d. Any other additional information Respondent wishes to provide.
3. Project References: Please provide at least three (3) references from similar municipal projects that Respondent has completed. By providing this information the Respondent agrees to allow the City to contact each of the references for verification.
4. Contractual Defaults: If the Respondent, or any member of its proposed team, has ever defaulted on a contract, please provide details of such default including date, location, type of project and reason for default.

### **Section 6. Cost Proposal**

Respondent shall submit its cost proposal for completing the RFP scope of work.

### **Section 7. Evaluation and Selection**

The City shall collectively utilize the information provided within responses in evaluating and making an award under this RFP. The City will pay particular attention to:

1. Demonstrated understanding and responsiveness of the RFP;
2. Qualifications of Respondent, including references;

3. Specific experience with Rhode Island based municipal renewable energy projects and public-private partnerships;
4. Specific experience with Rhode Island state policies, programs and incentives that support municipal renewable energy development.

### **Section 8: Contract Negotiations**

In evaluating responses, the City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate an agreement with the Consultant that is in the best interest in the City.

### **Section 9. General Conditions**

1. The City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate renewable energy contract agreement(s) that are in the best interest of the City.
2. The City reserves the right to accept all or any part of a response to this RFP.
3. Compliance with Law: The selected Consultant shall comply with all applicable laws, regulations, ordinances, codes and orders of the United States, the State of Rhode Island and the City of Warwick, as related to its proposal and the performance of the work described in providing renewable energy projects and their correlating PPA, or similar long-term financing option.

### **Section 10. Contact**

Any questions regarding this RFP may be directed to:

Bruce R. Keiser  
Director of Administration  
Warwick City Hall  
3275 Post Road, Warwick, RI 02886  
401-738-2000 x 6410  
bruce.keiser@warwickri.com

### **Section 11. Miscellaneous**

1. RFP Costs: Costs incurred in developing a response to this RFP are its sole responsibility of the Respondent, and the City shall have no liability for such costs.
2. Ownership of Proposals: All proposals submitted become the City's property and will not be returned to Respondents.
3. The City will not award the proposal to any business, that or person who, is in arrears or in default to the City with regard to any tax, debt, contract, security or any other obligation.

CITY OF WARWICK

PROPOSAL AND CONTRACT FORM

**TITLE OF SPECIFICATION:** RFP2017-082 Professional Consulting Firm to Assist with the Development of a Renewable Energy Strategy

I. PROPOSAL:

WHEREAS, the CITY OF WARWICK has duly asked for proposals for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the proposal price below;

This offer shall remain open and irrevocable until the CITY OF WARWICK has accepted this proposal or another proposal on the specifications or abandoned the project.

The bidder agrees that acceptance below by the CITY OF WARWICK shall transform the proposal into a contract. This proposal and contract shall be secured by Bonds, if required by the specifications.

Total Cost \$ \_\_\_\_\_

Additional Fees (if necessary)

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## Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number												
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### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

## What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

**a. Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note. ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

**b. Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

**c. Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

**d. Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

**e. Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

**Line 2**

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

**Line 3**

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

**Limited Liability Company (LLC).** If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

**Line 4, Exemptions**

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

**Exempt payee code.**

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note.** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

**Line 5**

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

**Line 6**

Enter your city, state, and ZIP code.

**Part I. Taxpayer Identification Number (TIN)**

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note.** See the chart on page 4 for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.ssa.gov](http://www.ssa.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/businesses](http://www.irs.gov/businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting [IRS.gov](http://IRS.gov) or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note.** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

**Part II. Certification**

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

1. **Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.
2. **Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
3. **Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.
4. **Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
5. **Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee <sup>1</sup> The actual owner <sup>1</sup>
5. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor <sup>4</sup>
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

\*Note. Grantor also must provide a Form W-9 to trustee of trust.

**Note.** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records from Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: [spam@uce.gov](mailto:spam@uce.gov) or contact them at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 1-877-IDTHEFT (1-877-438-4338).

Visit [IRS.gov](http://IRS.gov) to learn more about identity theft and how to reduce your risk.

**Privacy Act Notice**

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**RFP2017-098 Construction Services for the Elevation of a Flood Prone Structure  
(Re-bid)**

- 1 bid submitted

CODE 34-812 Warwick Emergency Mgt./FEMA Elevation Grant

MANNER OF AWARD \$125,700.00 (Maximum amount of grant)

RECOMMEND Seaside Enterprises, Inc.

=====

Seaside Enterprises, Inc.  
47 Wharf Rd.  
Warwick, RI 02889

Total Submitted

\$130,920.00

**RFP2017-098 Construction Services for the Elevation of Flood-Prone Structure (Re-bid)**

The following vendors were sent specifications

**Aquidneck Bldg. Movers & Riggers, Inc.**

102 Viking Dr.  
Portsmouth, RI 02871  
aquidneckbm@aol.com

**Crest Mgt. Co., Inc.**

3399 S. County Tr., Unit 2  
E. Greenwich, RI 02818  
john@crestmgt.comj

**Eastman Bldg. Movers & Excavating**

92 New London Turnpike  
W. Greenwich, RI 02817  
info@eastmanbuildingmovers.com

**Expert House Movers**

info@experhousemovers.com

**Kettelle Bldg. Movers**

Five James Pl.  
Exeter, RI 02822  
nkfd98@aol.com;scott@kettellebuildingmovers.com

**Oak & Iron Building & Design**

21 Mitchell Ct.  
Warwick, RI 02889  
jthornley@cox.net

**Payne Construction Services, Inc.**

141 Payne Dr.  
Center Stafford, NH 03815  
payneconst@msn.com

**SC Construction Co.**

45 Reservoir Rd.  
Coventry, RI 02816  
s.c.construction@cox.net

**Seaside Builders**

47 Wharf Rd.  
Warwick, RI 02889  
seasideent1979@aol.com

**Stand Corp.**

105 Pennsylvania Ave.  
Warwick, RI 02888  
csutton@standcorp.com

**Structures Unlimited**

11 Overbrook Dr.  
Warwick, RI 02818  
jay@structuresunlimitedri.com

**Tower Construction Corp.**

288 Lincoln Ave.  
Warwick, RI 02888  
sal@towerconstructioncorp.com;estimating@towerconstructioncorp.com

**Wolfe House & Bldg. Movers, Inc.**

10 Birch Lane  
Bernville, PA 19506  
mike@wolfehousemovers.com

*James G. McLaughlin  
Chief*



*Headquarters  
(401)-468-4049  
Fax # 468-4001*

*111 Veterans Memorial Drive  
Warwick, RI  
02886*

August 31, 2016

Patricia Peshka  
Purchasing Agent  
City of Warwick

Dear Ms. Peshka,

Please accept this letter as request from Warwick Fire Department/Warwick Emergency Management Office to include RFP#2017-098 (Construction Services for the Elevation of a Flood Prone Structure) on the September 19, 2016 City Council Finance Committee's Agenda for award.

The Department is recommending Seaside Enterprize, Inc. (Contractor) of Warwick, RI, as the successful bidder, for a not to exceed amount of \$125,700.00.

In June of 2014, the Warwick Emergency Management Office along with the Office of Housing & Community Development submitted a Federal Emergency Management Agency (FEMA) Flood Mitigation Assistance Grant (FMA) Application to Rhode Island Emergency Management Agency (RIEMA) to elevate the National Flood Insurance Program (NFIP) Severe Repetitive Loss (SRL) property, located at 11 Harris Avenue, Warwick and owned by Jeffery Baris (of the same address), out of the coastal flood zone.

In October 2015, the City of Warwick received notification that the FMA Application was successful and \$125,700.00 (Grant) has been awarded to elevate Mr. Baris' home to an elevation of at least 1ft. above base flood elevation. The Grant award is required to go to the City of Warwick, on behalf of Mr. Baris. In October of 2015 the Grant Agreement was signed by Mayor Avedisian and RIEMA Executive Director Peter Gaynor.

Due to the fact that the funds must come into a City Account from RIEMA and then Grant funds are reimbursed to Mr. Baris from a City Account, it was determined that City of Warwick Purchasing rules would apply to contractor selection and therefore the Project would need to be publically bid and awarded through the City Council.

The Department along with the Office of Housing & Community Development issued an RFP,

*James G. McLaughlin  
Chief*



*Headquarters  
(401)-468-4049  
Fax # 468-4001*

*111 Veterans Memorial Drive  
Warwick, RI  
02886*

on June 27, 2016, to elevate the privately owned single-family dwelling located at 11 Harris Avenue and owned by Mr. Jeffery Baris (Property Owner) to a height of at least 1ft above the base flood elevation. The RFP was e-mailed directly to ten (10) Contractors and placed on the Purchasing Department's web page. There was a mandatory pre-bid meeting at the site on July 12, 2016; six (6) prospective bidders attended this meeting. The bids were due to open on July 27, 2016 at 11:00 am, at the time of opening the City received no bids.

A decision was made to re-bid the project and on August 09, 2016 the RFP was re-issued, and e-mailed directly to fourteen (14) contractors and posted to the Purchasing Department's web page, with a bid opening on August 22, 2016. At the time of bid opening there was only one (1) response to the RFP submitted. Seaside Enterprize, Inc. submitted a bid with a total cost of \$130,920.00, as this is a FEMA pass through grant for the benefit of the property owner; the grant amount is set at \$125,700.00 by Grant Agreement signed on October 06, 2015.

Please note that Seaside Enterprize's bid was in the amount of \$130,920.00, the most the City could award to the Contractor is the maximum amount contained in the Grant Agreement of \$125,700.00. The difference, \$5,220.00, is the sole responsibility of the Property owner. At no time will City funds be used to cover any cost associated with this Award. The Contract for the elevation is between Seaside Enterprize, Inc. and the Property Owner, both the Contractor and the Property Owner will be required to sign approved indemnification agreements, holding the City of Warwick harmless from any responsibility with regards to the elevation of the structure.

The process for issuing the funds is as follows; the Contractor submits an invoice to the Property Owner for work completed, the Property Owner pays the Contractor the invoiced amount. The Property Owner then submits a copy of the invoice, copies of all the receipts for the invoiced amount (if applicable), and a copy of the check paid to the Contractor to the City for reimbursement. The City then forwards the requested reimbursement and all receipts to RIEMA for processing. Once approved, funds from RIEMA will be sent to the City and at that time the City will reimburse the Property Owner only that amount that was approved by RIEMA.

The Property Owner is paying the Contractor out of his personal funds prior to being reimbursed by the City. The City will only reimburse the Property Owner the amount that RIEMA approves and releases to the City. Any overage or un-reimbursable expenditure made by the Property Owner will not be paid out from the City.

The complete cost associated with this elevation will be covered by the Grant and no City funds



*James G. McLaughlin  
Chief*



*Headquarters  
(401)-468-4049  
Fax # 468-4001*

*111 Veterans Memorial Drive  
Warwick, RI  
02886*

are being paid to the Contractor or Property Owner in connection to this Project. All funds being expended are FEMA funds from the awarded grant and will not exceed \$125,700.00. The budget code for this project will be 34-812.

Sincerely,

A handwritten signature in cursive script, appearing to read "J G McLaughlin".

James G. McLaughlin  
Chief of Department

**SEASIDE ENTERPRISES, INC.**  
47 Wharf Road  
Warwick, RI 02889  
R.I. Reg. 8626

**Charles H. Frigon, Pres.**  
Office (401)739-0411  
Cell(401)413-3016  
Email [Seasideent1979@aol.com](mailto:Seasideent1979@aol.com)

**Date:** August 30, 2016

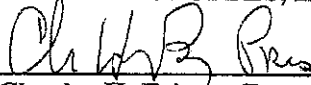
**Job Location:** Jeffrey Baris  
11 Harris Avenue  
Warwick, RI 02889

**Work to be Performed(Scope of work):**

1. Seaside Ent., Inc. will clear site, as needed, for lifting of house
2. Shed will be moved out of way and put back in same location
3. All utilities will be disconnected and reinstalled when house is on new foundation
4. House will be lifted approx. 14' to make ready for new foundation, as per plans
5. No changes to existing home will be performed except for new front and rear Landings, as per plan. Both landings to be built out of pressure treated materials
6. Engineer will inspect all phases of job and sign off upon completion
7. Jeffrey Baris, Owner, will pay Seaside Enterprises, Inc. directly
8. Seaside Enterprises, Inc. will obtain all necessary permits
9. Site will be left with loam and seeded

**Note:** I have been a building contractor for 30+ years in the home building and remodeling business. I have lifted and moved complete houses onto new foundations at the following locations: 22 Melbourne Rd. in Warwick and Arnold Neck Road in Warwick  
Reginal Cooper, Pres. of Aquidnick Building & Movers has been moving houses for 35+ years. He has lifted a house onto a new foundation on Harris Ave, Warwick

**SEASIDE ENTERPRISES, INC.**

BY:  Pres. SEPT 1 2016  
Charles H. Frigon, Pres.      Date

SEASIDE ENTERPRISES, INC.  
47 Wharf Road  
Warwick, RI 02889  
R.I. Reg. 8626

Charles H. Frigon, Pres.  
Office (401)739-0411  
Cell(401)413-3016  
Email [Seasideent1979@aol.com](mailto:Seasideent1979@aol.com)


Date: August 30, 2016

Job Location: Jeffrey Baris  
11 Harris Avenue  
Warwick, RI 02889

Item Cost:

Site work.....	\$ 9,200.00
Utility work(Electric, Plumbing and Sewer).....	6,800.00
Foundation work(Labor & Materials).....	38,000.00
Fill.....	3,100.00
Concrete floor Labor.....	2,700.00
Concrete pump.....	1,700.00
Footings(labor & materials).....	3,500.00
Seaside Ent., Inc. (labor & materials) for landing, front and rear of house and for sill and blocking, as per plan.....	31,000.00
House jacking & shed moving.....	19,000.00
	Subtotal.....\$115,000.00
Seaside Ent., Inc. 12% Contractors Fee.....	13,800.00
	Subtotal.....\$128,800.00
Insurance upgrade.....	2,120.00
<b>TOTAL for item Cost.....</b>	<b>\$130,920.00</b>

SEASIDE ENTERPRISES, INC.

BY:  Pres SEPT 1 2016  
Charles H. Frigon, Pres. Date



**RIEMA** RHODE ISLAND  
EMERGENCY MANAGEMENT AGENCY

Gina M. Raimondo Governor  
Peter T. Gaynor Director

September 10, 2015

The Honorable Scott Avedisian  
City of Warwick  
3275 Post Road  
Warwick, Rhode Island 02886

Subject: FY 2015 Flood Mitigation Assistance Program Project Submission Notice

Dear Mayor Avedisian:

This letter serves as notification that the City of Warwick has received a FY 2014 Flood Mitigation Assistance (FMA) Grant to elevate a severe repetitive loss residential property for the amount of \$125,700.00 (\$125,700.00 federal share/\$0 non-federal share). The period of performance for this grant will end on September 30, 2017, unless otherwise agreed upon by the Federal Emergency Management Agency Regional Administrator.

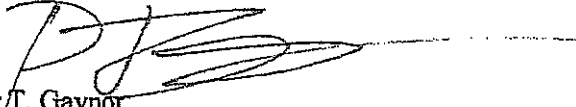
In order to complete your acceptance of this award, certain conditions must be met for your Agency to receive funds. The Rhode Island Emergency Management Agency (RIEMA) is the recipient and administrator of the FMA Grant Program and all sub-recipients and, by Federal Law are subject to the same conditions as the recipient. Two (2) copies of the Grant Assurances form are being sent and must be completed. Please return two (2) signed copies of which one (1) fully executed copy will be returned to you. An authorized Official must initial each page, in addition to signing the last page. Also enclosed is the Lobbyist Certification Form which must be signed and returned to RIEMA. ***No funds will be dispersed until the Assurance and Lobbyist forms are properly executed and returned to RIEMA.***

All sub-recipients should keep accurate records and complete the reports required in a timely fashion, as all sub-recipient records may be subject to review. Failure to do so may jeopardize current and future funding. All grant funds are payable on a reimbursable basis.

Grant management guidance documents can be found in the Rhode Island Emergency Management Agency's Sub-Recipient Grant Handbook, located on our website [www.riema.ri.gov](http://www.riema.ri.gov).

If you have any questions regarding this grant award, please do not hesitate to contact Michael Hogan at (401) 462-7063 or via email at michael.hogan@ema.ri.gov.

Sincerely,



Peter T. Gaynor  
Director

Enclosures (2): Special Grant Conditions and Reporting Requirement Guidelines  
(1): Lobbyist Certification Form





**RIEMA** RHODE ISLAND  
EMERGENCY MANAGEMENT AGENCY

Gina M. Raimondo Governor  
Peter T. Gaynor Director

October 23, 2015

The Honorable Scott Avedisian  
City of Warwick  
3275 Post Road  
Warwick, Rhode Island 02886

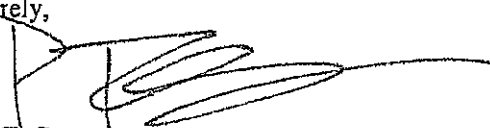
Subject: Special Grant Conditions and Reporting Requirement Guidelines (FMA-PJ-01-RI-2014-009)

Dear Mayor Avedisian:

Enclosed for your records is one (1) fully executed copy of Special Grant Conditions and Reporting Requirement Guidelines. A copy of this form has also been added to your grant file.

If you have any questions or require further information, please contact Michael Hogan at (401) 462-7063, or via email at [michael.hogan@ema.ri.gov](mailto:michael.hogan@ema.ri.gov).

Sincerely,

  
Peter T. Gaynor  
Director



**RIEMA** RHODE ISLAND  
EMERGENCY MANAGEMENT AGENCY

Gina M. Raimondo Governor  
Peter T. Gaynor Director

Rhode Island Emergency Management Agency

**Special Grant Conditions and Reporting Requirement Guidelines**

Recipient/sub-recipient agrees to comply with the most recent version of the Administrative Requirements, Cost Principles and Audit Requirements, as set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

**1. Administrative Requirements & Cost Principles**

- a. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- b. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations (OMB-A110)
- c. 2 CFR Part 225, Cost Principles for State and Local and Indian tribal Governments (OMB Circular A-87)
- d. 2 CFR Part 220, Cost, Principles for Education Institutions (OMB Circular A-21)
- e. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)
- f. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations.
- g. Financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.

**2. Audit Requirements**

- a. Recipient/sub-recipient agrees to comply with the organizational audit requirements of Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments and Non-Profit Organizations as further described in the current edition of the OJP Financial Guide, Chapter 19.
- b. Recipient/sub-recipient agrees to comply with all applicable Rhode Island State Purchases Laws pursuant to Rhode Island General Law Title 37 Chapter 2 et seq.; purchasing rules and regulations.
- c. Recipient/sub-recipient agrees to use federal funds granted under this award to supplement but not supplant state or local funds for homeland security preparedness.
- d. Recipient/sub-recipient understands and agrees that use of any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption

Authorized Official Initial

RIEMA Grant Assurances & Conditions

645 New London Avenue Cranston, Rhode Island 02920 | P: 401-946-9996 | F: 401-944-1891 | riema.ri.gov



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EMERGENCY MANAGEMENT AGENCY

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Peter T. Gaynor Director

of any law, regulation or policy, at any level of government, without express prior written approval of the Office of Domestic Preparedness is strictly prohibited.

- e. Recipient/sub-recipient is prohibited from transferring funds between programs (i.e., State Homeland Security Program, Law Enforcement Terrorism Prevention Program and Citizens Corps Program etc.).

**3. Reporting Requirements and Financial Guides**

Sub-recipient agrees to meet reasonable fiscal and administrative requirements to account for its federal grant funds in accordance with OMB Circular A-102 and as the Office of the Governor or Rhode Island Emergency Management Agency (RIEMA) may require including but not limited to submitting: quarterly financial reports, quarterly progress reports and final financial reports. Quarterly reports must be signed by an Authorized Official and submitted to RIEMA within fifteen (15) days after the close of each calendar quarter as follows:

Quarter Dates	Quarterly Report Due Date
October 1 to December 31	January 15
January 1 to March 31	April 15
April 1 to June 30	July 15
July 1 to September 30	October 15

Failure to comply with this provision may result in the withholding of sub-grant funds until the delinquent report is received.

Sub-recipient further agrees to establish fiscal control and fund accounting procedures which meet minimum requirements of these guidelines to ensure proper disbursement of, and accounting for, grant funds. Such accounting procedures must provide for an accurate and timely recording of receipt of funds by source, of expenditures made from such funds, and of unexpended balances. Sub-recipients that are not a state or quasi-governmental entity are required to maintain a separate bank account for each grant.

RIEMA recognizes that the costs associated with equipment lists that were submitted as part of the grant applications may only have been estimates. Therefore should a cost

Authorized Official Initial

RIEMA Grant Assurances & Conditions





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savings be realized, during an equipment acquisition process, sub-recipient may return excess funds to RIEMA or petition RIEMA to change the quantity of a particular item, or request that it be allowed to purchase an additional item. However, requests to purchase items not on the approved award must be submitted to RIEMA and ODP for final approval.

**4. Payment Methodology**

RIEMA shall only remit funds to sub-recipients upon receipt of a Grant Reimbursement Request Form, signed by an Authorized Agent, and supporting documentation.

- 1) Equipment or services provided, including vendor invoices, purchase orders, signed packing slips to certify receipt of goods and proof of payment such as cancelled checks.
- 2) Exercises or training, copies of training announcement including date, time, instructors and or speakers, location, topic(s), spread sheet with attendee's name, rates of pay and number of hours signed by an Authorized Agent and proof of payment such as attendee sign in lists with signatures or payroll records.

**5. Grant Closeout Date**

The Grant Reimbursement Request Form may be submitted at any time during the grant period of performance. Any unused balance existing at the grant end dates shall be deobligated back to RIEMA unless sub-recipient receives an extension from RIEMA.

**6. Project Monitoring/Evaluation**

Sub-recipient agrees to fully cooperate with periodic programmatic, fiscal monitoring, records review and site visits conducted by RIEMA. Sub-recipient agrees to follow any other special conditions specified in the REC (Record of Environmental Consideration) and/or by the State and FEMA. Sub-recipient agrees to submit timely and accurate Program Evaluation Reports to RIEMA and to participate in RIEMA sponsored surveys and all other required reports related to any RIEMA-administered grant program. RIEMA reserves the right to deny payment to any approved programs, for failure to comply with this provision.

Authorized Official Initial

A handwritten signature in black ink, appearing to be a stylized 'E' or similar character.

RIEMA Grant Assurances & Conditions

645 New London Avenue Cranston, Rhode Island 02920 | P: 401-946-9996 | F: 401-944-1891 | riema.ri.gov



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Peter T. Gaynor Director

**7. Maintenance of Records**

All grant documents including but not limited to invoices, purchase orders, packing slips, equipment make, model and serial numbers, must be maintained for a minimum of three (3) years after RIEMA closeout date.

**8. Property acquired with grant funds**

RIEMA requires that property acquired with grant funds be tagged and tracked detailing description of the property, serial or identification number, source of property, name of owner, acquisition date, cost, location, condition and disposition data. Title to property acquired in whole or in part with grant funds shall vest in the sub-recipient, subject to divestment at the option of RIEMA, where its use for homeland security purposes is discontinued. Sub-recipients shall exercise due caution in the use, maintenance, protection and preservation of such property.

**9. Civil Rights Requirements**

All recipients, sub-recipients regardless of the type of entity or the amount awarded, are subject to the prohibitions against discrimination in any program or activity and may be required by the Office of Civil Rights (OCR) of the U.S. Department of Justice, through selected compliance reviews, to submit data to ensure their services are delivered in an equitable manner to all segments of the service population and their employment practices comply with equal employment opportunity requirements. 28 CFR 42.202(n).

**10. Americans with Disabilities Act**

All federal grant recipients must comply with the American with Disabilities Act (ADA).

**11. Discrimination Prohibited**

No person shall on the grounds of race, color, or religion, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity funded in whole or in part with funds made available under the Omnibus Crime Control and Safe Streets Act of 1968, as amended, specifically the nondiscrimination provision that appears at 42 U.S.C. § 3789c) (1). Recipients/sub-recipients of funds under the Act are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681; the Age Discrimination Act of 1975, 42 U.S.C. § 6102; and DOJ Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E and G.

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RIEMA Grant Assurances & Conditions

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Gina M Raimondo Governor  
Peter T. Gaynor Director

**12. Reporting of Adverse Finding of Discrimination**

It is the responsibility of all grantees, sub-recipients and contractors under grants, to report to the Office of Justice Programs, Office for Civil Rights and the Rhode Island Division of Legal Services within the Department of Administration, any finding of discrimination after a due process hearing, on the basis of race, color, religion, national origin or sex by a federal or state court or administrative agency pursuant to 28 C.F.R. Part 42.204(d).

**13. Equal Opportunity Program Requirements**

It is the responsibility of all sub-recipients to ensure that their employment practices comply with Equal Opportunity Requirements, 28 CFR 42.207, 42.301 et seq., Rhode Island General Laws Title 28 Chapter 5 through 6; and Gubernatorial Executive Orders governing the promotion of a diverse workforce, equal opportunity and the prevention of sexual harassment and including where applicable, the requirement of sub-recipients to formulate, implement and file an Equal Opportunity Employment Plan with RIEMA and the Office of Justice Programs, Office for Civil Rights.

**14. Application of Sub-grant Conditions to Contractors**

Whenever a sub-recipient may choose to implement a project by further sub-granting to an implementing sub-recipient or an independent contractor, all or any part of the amount of this award, the sub-recipient shall include the provisions of these standard sub-grant conditions in a further sub-grant award or contract which shall be reduced to writing and submitted to RIEMA for prior approval. Such implementing sub-recipients or independent contractors, when utilized by the sub-recipient, may be responsible for the day-to-day operations of the project, including hiring, terminations and budget revisions, however, only when the contracts between the sub-recipients and the implementing sub-recipients or independent contractors so specify. A signed copy of all such contracts must be forwarded to RIEMA.

**15. Ethical Standards/Prohibited Political Activity**

It is the responsibility of all sub-recipients to comply with applicable provisions of Rhode Island General Law Chapter 14 Title 36 Code of Ethics and the provisions of the Hatch Act, which limits the political activity of public employees.

**16. Congressional Budget and Impoundment Control Act of 1974, as amended**

Grant awards are conditional, and subject to congressional or executive action including budget deferral recession.

Authorized Official Initial

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Gina M. Raimondo Governor  
Peter T. Gaynor Director

**17. Lobbying, Debarment, Suspension, Drug-Free Workplace**

Sub-recipient shall complete the appropriate provisions of the attached OJP Form 4061//6.

**18. Interest Earned on Federal Funds**

Political subdivisions, (including cities, towns, counties and special districts created by State law) shall account for interest earned on Federal funds. Local units of government may keep interest earned on Federal grant funds up to \$100 per federal fiscal year. This maximum limit is not per award; it is inclusive of all interest earned as a result of all Federal grant program funds received per year. Interest earned in excess of \$100, excluding Local Law Enforcement Block Grants (LLEBG) and Juvenile Accountability Incentive Block Grants (JAIBG) must be remitted to the United States Department of Health and Human Services, Division of Payment Management Services, P.O. Box 6021, Rockville, MD 20852.

Non-profit organizations shall account for interest earned on Federal funds. Non-profit organizations may keep interest earned on Federal grant funds up to \$250 per federal fiscal year. This maximum limit is not per award; it is inclusive of all interest earned as a result of all Federal grant program funds received per year. Interest earned in excess of \$250, must be remitted to the United States Department of Health and Human Services, Division of Payment Management Services, P.O. Box 6021, Rockville, MD 20852

Interest earned on LLEBG Block and JAIBG Block grants must be accounted for and reported as program income, and used in accordance with the provisions of Part III, Chapter 4 (Program Income). Any unexpended program income should be remitted to the Office of Justice Programs, Office of the Comptroller, Attn: Funds Control Branch 810 7<sup>th</sup> Street, NW 5<sup>th</sup> Floor, Washington, DC 20531.

Authorized Official Initial

RIEMA Grant Assurances & Conditions

645 New London Avenue Cranston, Rhode Island 02920 | P: 401-946-9996 | F: 401-944-1891 | [riema.ri.gov](http://riema.ri.gov)



**RIEMA** RHODE ISLAND  
EMERGENCY MANAGEMENT AGENCY

Gina M Raimondo Governor  
Peter T. Gaynor Director

**19. NIMS Compliance**

Sub-recipients are required to meet certain National Incident Management System (NIMS) compliance requirements. All emergency preparedness response, and/or operation of resources and/or activities awarded through this grant are compelled to complete training programs consistent with the NIMS National Standard Curriculum Development Guide. Minimum training includes IS-700 NIMS: An Introduction.

I have read, initialed and understand the seven (7) pages of Special Grant Conditions and Reporting Requirement Guidelines and hereby agree to comply with them.

<i>Tim C... [Signature]</i>	10/6/15	WARWICK
Signature of Authorized Agent	Date	Agency
SCOTT AVEDISIAN		FMA-RJ-01-RI-2014-009
Name (Printed)		Grant Award Number
<i>[Signature]</i>	2/3/2015	
Signature of RIEMA Director	Date	

**PLEASE SIGN AND RETURN WITHIN THIRTY (30) DAYS**

Authorized Official Initial

*[Handwritten Initials]*

RIEMA Grant Assurances & Conditions

645 New London Avenue Cranston, Rhode Island 02920 | P: 401-946-9996 | F: 401-944-1891 | riema.ri.gov

**Bid2017-100 Varonis Data Protection & Auditing Software**

- 2 bids submitted

CODES                                    25-334 MIS/Software Maintenance  
    25-231 MIS/Supplies-Computer  
    25-360 MIS/Professional Services

MANNER OF AWARD                    \$83,945.08

RECOMMEND                            Atrion, Inc.

=====

Atrion, Inc.  
125 Metro Center Blvd.  
Warwick, RI 02886

PCM Sales, Inc.  
1940 E. Mariposa Ave.  
El Segundo, CA 90245

**Pricing As Submitted**

Continued next page

**Bid2017-100 Varonis Data Protection & Auditing Software**

**ATRION**

Part Number	Description	Qty	MSRP Price	Discount Percent	Extended Price	3 Year Lease
<b>Software Products plus 1 year 24x7 Manufacturer Direct Support</b>						
DA-400L	DatAdvantage for Windows for 400 Users	1	25,200.00		17,813.79	
EC-50L	DatAdvantage IDU for Exchange for 50 Users	1	3,150.00		2,226.72	
DLS-400L	DatAlert Suite for 400 Users	1	12,600.00		8,906.90	
DC-400L	IDU Classification Framework for 400 Users	1	18,144.00		12,825.93	
DAPR-1P	1 DatAdvantage Probe 50SL	1	7,000.00		4,948.25	
<b>Manufacturer Software Subscription &amp; Support for Year 1</b>						
SSPDA1-400L	Annual Software Subscription & Support for DatAdvantage® IDU Analytics (Engine) for Windows for 400 users	1	5,040.00		3,562.76	
SSPEC1-50L	Software Subscription and Support for DatAdvantage® IDU for Exchange for 50 Users for 1 Year	1	630.00		445.34	
SSPDLS1-400L	Software Subscription and Support for DatAlert® Suite for 400 Users for 1 Year	1	2,520.00		1,781.38	
SSPDC1-400L	Annual Software Subscription & Support for IDU Classification Framework for 400 users	1	3,629.00		2,565.33	
SSPDAPR-1P	P Annual Software Subscription & Support for 1 DatAdvantage® Probe	1	1,400.00		989.66	
<b>Manufacturer Software Subscription &amp; Support for Year 3</b>						
SSPDA3-400L	Annual Software Subscription & Support for DatAdvantage® IDU Analytics (Engine) for Windows for 400 users	1	15,120.00		10,688.28	
SSPEC3-50L	Software Subscription and Support for DatAdvantage® IDU for Exchange for 50 Users for 1 Year	1	1,890.00		1,336.03	
SSPDLS3-400L	Software Subscription and Support for DatAlert® Suite for 400 Users for 1 Year	1	7,560.00		5,344.14	
SSPDC3-400L	Annual Software Subscription & Support for IDU Classification Framework for 400 users	1	10,866.00		7,681.14	
SSPDAPR3-1P	P Annual Software Subscription & Support for 1 DatAdvantage® Probe	1	4,200.00		2,968.97	
<b>Professional Services</b>						
	Design and Implementation (see separate section for specifications)		3,270.00		2,395.00	
	<b>Total for software and 1 year of annual maintenance</b>		79,313.00		56,066.06	1,699.30
	<b>Total for software and 3 year of annual maintenance</b>		105,730.00		74,740.15	2,265.28

Continued next page

**Bid2017-100 Varonis Data Protection & Auditing Software**

**PCM SALES**

Part Number	Description	Qty	MSRP Price	Discount Percent	Extended Price	3 Year Lease
<b>Software Products plus 1 year 24x7 Manufacturer Direct Support</b>						
DA-400L	DatAdvantage for Windows for 400 Users	1	25,200.00	25	18,900.00	
EC-50L	DatAdvantage IDU for Exchange for 50 Users	1	3,150.00	25	2,362.50	
DLS-400L	DatAlert Suite for 400 Users	1	12,600.00	25	9,450.00	
DC-400L	IDU Classification Framework for 400 Users	1	18,144.00	25	13,608.00	
DAPR-1P	1 DatAdvantage Probe 50SL	1	7,000.00	25	5,250.00	
<b>Manufacturer Software Subscription &amp; Support for Year 1</b>						
SSPDA1-400L	Annual Software Subscription & Support for DatAdvantage® IDU Analytics (Engine) for Windows for 400 users	1	5,040.00	25	3,780.00	
SSPEC1-50L	Software Subscription and Support for DatAdvantage® IDU for Exchange for 50 Users for 1 Year	1	630.00	25	472.50	
SSPDLS1-400L	Software Subscription and Support for DatAlert® Suite for 400 Users for 1 Year	1	2,520.00	25	1,890.00	
SSPDC1-400L	Annual Software Subscription & Support for IDU Classification Framework for 400 users	1	3,629.00	25	2,721.75	
SSPDAPR-1P	P Annual Software Subscription & Support for 1 DatAdvantage® Probe	1	1,400.00	25	1,050.00	
<b>Manufacturer Software Subscription &amp; Support for Year 3</b>						
SSPDA3-400L	Annual Software Subscription & Support for DatAdvantage® IDU Analytics (Engine) for Windows for 400 users	1	15,120.00	25	11,340.00	
SSPEC3-50L	Software Subscription and Support for DatAdvantage® IDU for Exchange for 50 Users for 1 Year	1	1,890.00	25	1,417.50	
SSPDLS3-400L	Software Subscription and Support for DatAlert® Suite for 400 Users for 1 Year	1	7,560.00	25	5,670.00	
SSPDC3-400L	Annual Software Subscription & Support for IDU Classification Framework for 400 users	1	10,866.00	25	8,149.50	
SSPDAPR3-1P	P Annual Software Subscription & Support for 1 DatAdvantage® Probe	1	4,200.00	25	3,150.00	
<b>Professional Services</b>						
	Design and Implementation (see separate section for specifications)		3,000.00	25	2,250.00	
<b>Total for software and 1 year of annual maintenance</b>			<b>79,313.00</b>	<b>25</b>	<b>59,484.25</b>	
<b>Total for software and 3 year of annual maintenance</b>			<b>105,730.00</b>	<b>25</b>	<b>79,297.50</b>	

- Equipment/Software cost: \$31,976.50. Financing option 36 mos. \$986.25 plus \$1 purchase option.
- Equipment/Software cost: \$61,734.75. Financing option 12 mos. \$5,409.43 plus \$1 purchase option.



**Bid2017-100 Varonis Data Protecting & Auditing Software**

The following vendors were sent specifications

**Atrion Networking**

125 Metro Center Blvd.  
Warwick, RI 02886  
dmuncey@atrion.com

**CDW Government**

Two Corporate Dr., 8th Fl.  
Shelton, CT 06484  
drewkea@cdwg.com

**PCM-G**

ileana.pratt@pcm.com



**CITY OF WARWICK**  
DIVISION OF MANAGEMENT  
INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2000

FAX 401-732-1307

**SCOTT AVEDISIAN**  
MAYOR

**CARLOS ZAMBRANO**  
MIS ADMINISTRATOR

To: Patricia A. Peshka, Purchasing Agent  
From: Carlos D. Zambrano, MIS Administrator *CPZ*  
Date: Friday, September 2, 2016  
Re: Bid# 2017-100 Varonis Data Protection/Auditing Software

Two bids were received and evaluated to provide prices for data auditing software.

A summary of the bid information based on the information provided by the vendors in their responses to the rfp is provided:

1. Vendor # 1 – Atrion Networking Corporation of Warwick, RI submitted a bid for \$46,721.59 for the five modules of software, \$28,018.56 for three years of software maintenance and \$2,395.00 for engineering time.
2. Vendor # 2 – PCM Sales Incorporated of Los Angeles, CA submitted a bid for \$49,570.50 for the five modules of software, \$29,727.00 for three years of software maintenance and \$2,250.00 for engineering time.

It is my recommendation that this bid be awarded to Atrion Networking Corporation of Warwick, RI for a total cost of \$81, 550.08 for a 36 month lease of \$2,265.28 per month for the software and \$2,395 for the engineering time.

The Varonis Data Protection/Auditing Software is budgeted in 25-334, 25-231 and 25-360 for the next three fiscal years.

Cc: Ernie Zmyslinski, Finance Director

**Bid2017-107 Purchase & Deliver Air Conditioning Unit for City Hall**

- 1 bid submitted

CODE 440-0414 Building Maint./Boiler-HVAC Replacement

MANNER OF AWARD \$56,059.00 (includes 5 yr warranty)

RECOMMEND Johnson Controls, Inc.

=====

Johnson Controls, Inc.  
Six Blackstone Valley Pl., Ste. 202  
Lincoln, RI 02865

Description	Bid
Purchase of A/C unit for City Hall, including delivery	\$50,239
Make	JCI/York
Manufacturer's warranty on unit	5 yrs parts, 1 yr labor & refig.
Add Alternate	\$5,298

Optional Add price: 5 yrs. labor & refrigerant warranty \$5,820.

**Bid2017-107 Purchase & Deliver Air Conditioning Unit for City Hall**

The following vendors were sent specifications

**DCNE**

999 Pontiac Ave.  
Cranston, RI 02920  
tberard@dcne.com

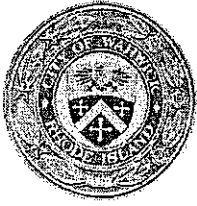
**Trane**

333 Niantic Ave.  
Providence, RI 02907  
mmuir@trane.com

**Johnson Controls**

Six Blackstone Valley Pl., Ste. 202  
Lincoln, RI 02865  
nicole.c.kelly@jci.com

RECEIVED SEP 07 2016

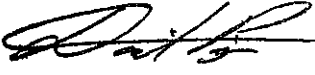


CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02886  
TEL. 401-738-2000 Ext. 6500  
FAX 401-732-5208

SCOTT AVEDISIAN  
MAYOR

DAVID PICOZZI  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: David Picozzi, Director of Public Works 

Date: September 6, 2016

Re: Bid2017-107 Air Conditioning Unit for City Hall

We have reviewed the only bid submitted and recommend award to Johnson Controls for the purchase of the air conditioning replacement unit at City Hall. The requested amount is \$56,059, which includes the option for the five-year labor and refrigerant warranty.

**Bid2017-110 Aerial & Ground Ladder Testing**

- 1 bid submitted

CODE 35-340 Fire Dept./Service Contracts

MANNER OF AWARD \$12,000.00  
2 years from date of award

RECOMMEND Diversified Inspections/ITL, Inc.

=====

Diversified Inspections/ITL, Inc.  
PO Box 39669  
Phoenix, AZ 85069

Pricing as Follows

Continued next page

**Bid2017-110 Aerial & Ground Ladder Testing**

**AERIAL LADDERS**

<b>Item #</b>	<b>Description</b>	<b>Year 1</b>	<b>Year 2</b>
1	Ladder 1	\$595.00	\$595.00
2	Ladder 2	\$595.00	\$595.00
3	Ladder 3	\$595.00	\$595.00
4	Ladder 4	\$595.00	\$595.00
5	Additional Ladder (If needed)	\$595.00	\$595.00
	<b>Total 1 - 4</b>	<b>\$2,380.00</b>	<b>\$2,380.00</b>

**Additional Fees (if applicable)**

\$89.00/hr. for additional services

Continued next page

Bid2017-110 Aerial & Ground Ladder Testing

**GROUND LADDERS**

<b>Item #</b>	<b>Description</b>	<b>Year 1</b>	<b>Year 2</b>
1.a	1,529' Ground Ladders Price Per Foot	\$1.65/foot	\$1.65/foot
1.b	1,529' Ground Ladders Total Price	\$2,522.85/Total price	\$2,522.85/Total price
2.	Ladder Savers (if needed, installed)	\$4.00/ea. Protector	\$4.00/ea. Protector
3.	Heat Sensing Labels (if needed)	N/C	N/C
4.	Danger Angle Labels (if needed)	\$2.50/ea. label	\$2.50/ea. label

**Additional Fees (if applicable)**

\$89.00/hr. for additional services



**Bid2017-110 Aerial & Ground Ladder Testing**

The following vendors were sent specifications

**Diversified Inspections/ITL**

PO Box 39669

Phoenix, AZ 85069

jbackus@diusa.com;rshearer@diusa.com;dbigford@diusa.com;sales@diusa.com

**FireOne, Inc.**

740R Burmont Rd.

Drexel Hill, PA 19026

jimglatts@fire-one.com;fireone@rcn.com

**Greenwood Emergency Vehicle**

530 John Dietsch Blvd.

Attleboro, MA 02760

kjackson@greenwoodev.com;dcarvalho@greenwoodev.com;MMacDonald@GreenwoodEV.co

mjbuckley@greenwoodev.com

**National Engineering & Testing Services**

32 Custom House St., Ste. 525

Providence, RI 02903

jlafontaine@nets-fire.com



James P. Kenney  
Assistant Chief



Office: (401)468-4044  
Cell: (401)374-1552  
Fax: (401) 468-4001  
james.p.kenney@warwickri.com

111 Veterans Memorial Drive.  
Warwick, R.I.  
02886

September 7, 2016


Mrs. Patricia Peshka  
Purchasing Agent  
City of Warwick

Dear Mrs. Peshka,

The City of Warwick Fire Department has reviewed *Bid 2017-110 Aerial and Ground Ladder Testing and Inspections*. Diversified Inspection/ITL Inc. has met the specifications as outlined in our bid. All of the testing will be performed in the City of Warwick.

This award will be for a period of two years from the date of the award. This bid is for both ground and aerial ladder testing which are both performed annually. The funds will come from budget code 35-340. The total award is not to exceed \$12,000.00.

Sincerely,

  
James P. Kenney  
Assistant Chief

**Bid2017-112 Radiator Manufacture and/or Repair**

- 1 bid submitted

CODE 65-314 Automotive/Equipment Repair

MANNER OF AWARD \$10,000.00  
October 3, 2016 – October 2, 2017

RECOMMEND BGR Radiator

=====

BGR Radiator  
25 Center Pkwy.  
Plainfield, CT 06374

Hourly Rate	<u>\$100.00</u>
Percentage Over Vendor Cost	<u>28%</u>
Warranty on parts and/or labor	<u>1 year</u>

**Bid2017-112 Radiator Manufacture and/or Repair**

The following vendors were sent specifications

**BGR Radiator**

25 Center Pkwy.

Plainfield, CT 063784

mjburke@bgrradiator.com

**Central Auto Repair, Inc.**

188 Pine St.

Pawtucket, RI 02861

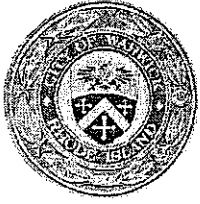
Bradford.holmes@centralautoradiator.com

**McCrudden's Radiator & Repair**

835 W. Shore Rd.

Warwick, RI 02889

mccruddensradiator@gmail.com

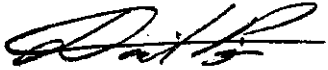


CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02886  
TEL. 401-738-2000 Ext. 6500  
FAX 401-732-5208

SCOTT AVEDISIAN  
MAYOR

DAVID PICOZZI  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: David Picozzi, Public Works Director 

Date: September 7, 2016

Subj: Bid2017-112 Radiator Manufacture and Repair

We have reviewed the only bid and recommend award to the sole bidder, BGR Radiator, Inc. The recommended cap is \$10,000.00.

**Bid2017-113 Asphalt Concrete Hot Mix & Cold Patch**

- 5 bids submitted

CODES                      63-290 Highway/Asphalt  
                                  84-293 Water/Street Repairs

MANNER OF AWARD        As Needed Basis  
                                  September 15, 2016 – September 14, 2017

RECOMMEND                All Vendors

=====

D'Ambra Construction Co., Inc.	800 Jefferson Blvd.	Warwick, RI 02887
Narragansett Improvement Co.	223 Allens Ave.	Providence, RI 02903
Lynch Corp.	50 Lynch Pl.	Cumberland, RI 02864
Johnston Asphalt, LLC	100 Allendale Ave.	Johnston, RI 02919
Cardi Corp.	400 Lincoln Ave.	Warwick, RI 02888

Item #	Description	D'Ambra	Narragansett	Lynch	Johnston	Cardi
1	Hot Mix Class I-1	64	68	68	72	74.75
2	Modified Binder Mix	62	68	68	72	74.75
3	Hot Mix Class I-2	66	68	68	72	74.75
4	Winter Mix	No bid	95	100	No bid	No bid
5	Cold Patch	No bid	No bid	115	100	No bid
6	High Performance Cold Patch	114	No bid	No bid	119	No bid

**Bid2017-113 Asphalt Concrete Hot Mixes & Cold Patch**

The following vendors were sent specifications

**Cardi Corporation**

400 Lincoln Ave.  
Warwick, RI 02888  
bknox@cardi.com;sacardi@cardi.com;acappalli@cardi.com

**D'Ambra Construction Co., Inc.**

800 Jefferson Blvd.  
Warwick, RI 02887  
joliver@d-ambra.com

**International Paving Corp.**

1331 Main St.  
W. Warwick, RI 02893  
jeffj@internationalpaving.net

**J.H. Lynch & Sons, Inc.**

50 Lynch Pl.  
Cumberland, RI 02864  
sales@jhlynch.com;jdervay@jhlynch.com

**Johnston Asphalt, LLC**

100 Allendale Ave.  
Johnston, RI 02919  
asphalt@asmg.com

**Narragansett Improvement Co.**

223 Allens Ave.  
Providence, RI 02903  
wepavenico@nicori.com

**P.J. Keating Co.**

875 Phenix Ave.  
Cranston, RI 02921  
lstjean@pjkeating.com

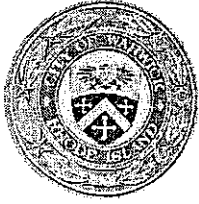
**Richmond Sand & Stone**

35 Stilson Rd.

Richmond, RI 02898

mattrmix@aol.com;twalsh.rss@gmail.com





CITY OF WARWICK  
DEPARTMENT OF PUBLIC WORKS  
925 SANDY LANE  
WARWICK, RI 02886  
TEL. 401-738-2000 Ext. 6500  
FAX 401-732-5208

SCOTT AVEDISIAN  
MAYOR

DAVID PICOZZI  
DIRECTOR

To: Patricia Peshka, Purchasing Agent

From: David Picozzi, Director of Public Works

Date: September 7, 2016

Re: Bid2017-113 Asphalt Concrete Hot Mixes, Cold Patch and Winter Mix

We have reviewed the five bids submitted and recommend award to all vendors on an as needed basis in the best interest of the City for the Public Works and Water Departments.

CODE: 79-799 Fixed Cost/Miscellaneous Capital Expenditure

**SECTION 56-6**

**Bid2017-119 Inventory, Work Orders, Fleet & Facilities Management**

Tyler Technologies (MUNIS)  
370 US Route 1  
Falmouth, ME 04105

Contract Award: \$134,645.00



**CITY OF WARWICK**  
DIVISION OF MANAGEMENT  
INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2000  
FAX 401-732-1307

**SCOTT AVEDISIAN**  
MAYOR

**CARLOS ZAMBRANO**  
MIS ADMINISTRATOR

To: Patricia A. Peshka, Purchasing Agent  
From: Carlos D. Zambrano, MIS Administrator *CDZ*  
Date: Friday, September 2, 2016  
Re: Section 56-6 – Tyler Technologies – Inventory, Work Orders, Fleet & Facilities Management

This is a request under City Ordinance 56-6 to award Tyler Technologies Munis an Inventory, Work Orders, Fleet & Facilities Management in the amount of \$134,645.00. Tyler Technologies is the sole source provider of our Munis Financial ERP Software.

The Inventory, Work Orders, Fleet & Facilities Management will be used by the following departments Department of Public Works, the Water Department and the MIS Department. There is a discount of 10% of the software which comes out to be \$6,115.00 and the first year of software maintenance at \$11,007.00 is waived, for a total savings of \$17,122.00.

Tyler Technologies does not outsource any of its software, the maintenance of it, nor the technical support of it.

This will be purchased from budget code 79-799 and from fiscal year 2017.

Cc: Ernie Zmyslinski, Finance Director

CODE: 25-360 MIS/Professional Services

**SECTION 56-6**

**Bid2017-120 Investment Assessments**

Tyler Technologies (MUNIS)  
370 US Route 1  
Falmouth, ME 04105

Contract Award: \$15,300.00



**CITY OF WARWICK**  
DIVISION OF MANAGEMENT  
INFORMATION SERVICES  
3275 POST ROAD  
WARWICK, RHODE ISLAND 02886  
TEL 401-738-2000  
FAX 401-732-1307

**SCOTT AVEDISIAN**  
MAYOR

**CARLOS ZAMBRANO**  
MIS ADMINISTRATOR

To: Patricia A. Peshka, Purchasing Agent  
From: Carlos D. Zambrano, MIS Administrator *CZ*  
Date: Friday, September 2, 2016  
Re: Section 56-6 – Tyler Technologies – Investment Assessment

This is a request under City Ordinance 56-6 to award Tyler Technologies Munis an Investment Assessment to Tyler Technologies in the amount of \$15,300.00. Tyler Technologies is the sole source provider of our Munis Financial ERP Software.

This Investment Assessments will take a look at the following city functions Tax/Revenue, Financials, Inventory and Payroll/HR and will review current ERP business practices align with available product function ability, as well as how existing processes can be streamlined to make processing faster.

The Investment Assessment will deliver documented recommendations, outlining areas of opportunity for gaining maximum efficiency and providing a road map for implementation of features/modules and also will outline training if needed by staff members.

Tyler Technologies does not outsource any of its software, the maintenance of it, nor the technical support of it.

This will be purchased from budget code 25-360 and from fiscal year 2017.

Cc: Ernie Zmyslinski, Finance Director



# Investment Assessment

## See the potential. Realize the benefits.

A Munis investment assessment includes a review of how your current ERP business practices align with available product functionality, as well as how existing processes can be streamlined to make processing faster and easier for current Munis users.

Our consulting experts will show you how to make your organization more efficient, more accessible and more responsive to your citizens. A Munis investment assessment will highlight newly available technologies and best business practices that can provide significant cost savings to your organization. It will also reveal how our role-based platforms can give users access to a wealth of information which will help them make informed and timely decisions.

The value of an investment assessment lies in documented recommendations delivered to your site outlining areas of opportunity for gaining maximum efficiency and providing a road map for you to implement suggested features and functions.

### How does it work?

It's easy. Tyler experts will come to your site and spend anywhere from one to three days with you, depending on your size, complexity, and the scope of modules you currently own and use. Our schedule may include time with senior managers as well as with staff in finance, purchasing, payroll, HR, etc. The analysis document we then provide will detail current practices, document any functionality gaps you might be facing and recommend redesign opportunities based on industry best business practices.



### Highlights:

- Tyler consultants onsite to review current procedures
- Custom analysis outlining available functions, process improvements and potential benefits
- Recommendation of training days based on specific findings from analysis

### Benefits:

- See where time- and cost-saving improvements can be implemented
- Implement new enhancements that are available with upgrades

*With more than 11,000 clients, Tyler Technologies is a leading provider of software and services for the public sector. Designed with an insider's understanding of the public sector market acquired from more than 30 years of industry experience, Tyler Technologies solutions improve the flow of information throughout an organization, empowering local/county governments, schools and other entities to better serve citizens.*