

# RESOLUTION OF THE CITY COUNCIL

No.246

Approved May 22, 2023

RESOLVED, That the Members of the Providence City Council hereby Authorize Approval of the following Contract Award by the Board of Contract and Supply, in accordance with Section 21-26 (b)(2).

Pranzi Catering  
(Department of Public Works)

\$2,222.50

IN CITY COUNCIL  
MAY 18 2023  
READ AND PASSED

  
RACHEL M. MILLER, PRESIDENT  
  
CLERK

I HEREBY APPROVE.

  
\_\_\_\_\_  
Mayor  
Date: 5/22/2023



OFFICE OF THE INTERNAL AUDITOR  
*City of Providence*

April 18, 2023

Ms. Tina Mastroianni  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Tina:

I am writing to request that the following requested contract awards be submitted to the City Council and the Finance Committee for approval:

- **Parks Department:**
  - Award to **Bentley Builders, LLC** for "Re-Bid Red Panda Exhibit" in the amount of **\$1,452,849.00** in accordance with the Code of Ordinances, Section 21-26 (b)(1);
- **Public Property:**
  - Award to **Torrado Architects** for "Architect for the Fogarty Elementary School" in the amount of **\$2,859,000.00** in accordance with the Code of Ordinances, Section 21-26 (b)(1);
- **Department of Public Works:**
  - Request to pay **Pranzi Catering \$2,222.50** for "Catering Services during the 22-23 winter season" in accordance with the Code of Ordinances, Section 21-26 (b) (2).

Sincerely,

A handwritten signature in cursive script that reads "Gina M. Costa".

Gina M. Costa

Internal Auditor

Cc: Wendy Nilsson, Superintendent of Parks  
Jonathon Martin, Director of Public Property  
Patricia A. Coyne-Fague, Esq, Director of Public Works  
Alejandro Tirado, Director of Purchasing

Patricia A. Coyne Fague Esq.  
Director



Brett P. Smiley  
Mayor

**DEPARTMENT OF PUBLIC WORKS**  
"Building Pride in Providence"

April 6, 2023

The Honorable Brett P. Smiley  
Chairman, Board of Contract and Supply  
City Hall  
25 Dorrance Street  
Providence, RI 02903

RE: Requesting Approval to Pay Pranzi Catering and Events for Catering Services during the 22-23 winter season.

MinuteTraq ID Number 40551

Minority Participation: 0% MBE, 0%WBE

Account Code(s):  
1-101-510-53011

Dear Mayor Smiley,

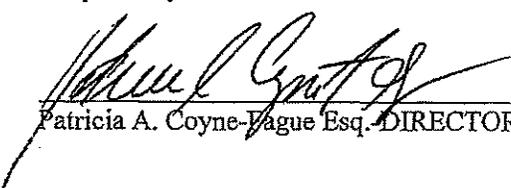
The department of Public Works respectfully requests approval to pay Pranzi Catering and Events for catering services during the 22-23 winter season in an amount not to exceed \$2,222.50 in FY2023.

This amount reflects what is due from an invoice (see attached) for catering services during the 22-23 Winter season. Other catering companies were called but were unable to deliver during the snow event. The department as a whole has exceeded the \$10,000.00 threshold.

Additional funds of \$2,222.50 are available in account 1-101-508-54210 which brings the cost above the minimum threshold.

Pranzi Catering and Events  
10 Rosario Drive  
Providence RI 02909

Respectfully Submitted

  
Patricia A. Coyne-Fague Esq. DIRECTOR

\_\_\_\_\_  
Financial Approval:

700 Allens Avenue Providence, Rhode Island 02905  
Phone 401-467-7950/Fax 401-941-2567  
[www.providenceri.com/dpw](http://www.providenceri.com/dpw)



Client/Organization City of Providence	Event Date 3/14/2023 (Tue)	Booking Tel (401) 527-4458	Account # A04285	Event # 1137552
Billing Address 25 Dorrance Street, Providence, RI 02903		Booking Contact Maureen McManus	PO #	Guests 125 (Act)
Party Name City of Providence / Boxed Lunches	Theme Corporate Event	Sales Rep Teresa Naccarini	Revised 3/13/2023 5:49:54 PM	

**SITE LOCATION**

Site Name Providence Public Works	Site Address 700 Allens Ave, Providence, RI 02905	Site Telephone ( ) -
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**Directions**

pull in front of the admin building and go into the front door  
deliver to the first office on the right

Courtney  
401-332-0971

**TIMES**

Delivery 7:00 pm	Start 7:00 pm	End 8:00 pm
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**Food/Service Item**

Food/Service Items	Price	Qty	Total
BOX LUNCH LABELED #2	\$16.50	125	\$2,062.50

Assorted Gourmet Bread or Wrap Sandwich  
Boar's Head Roast Beef, Ham & Cheese, Roasted Turkey, Pastrami,  
White Albacore Tuna Salad, Homemade Chicken Salad, Ranch Chicken  
Salad, California Chicken Salad, Sliced Chipotle Chicken

## Include Vegetarian Options ##

37

Brownies

Frito Lay's Potato Chips

Beverage

Bottled Water & Assorted Sodas

Paper Products  
 Napkin, Fork, Knife, Mustard, Mayo

After Hours Delivery	\$150.00	1	\$150.00
Gas Surcharge	\$10.00	1	\$10.00

Subtotal	\$2,222.50	Pay Method	Card Holder
Tax	\$0.00	Card Type	Expires
Gratuity	\$0.00 Paid	\$0.00	Card Number
Total Value	\$2,222.50	Balance	\$2,222.50
		Signature	

**What Else Do We Do?**

Pranzi is far more than your average catering company. Pranzi is full-service and can supply you with all of your party needs: Tents, Entertainment, Photo Booth, Flowers, Décor, and much more. Create the event of your dreams with our growing inventory of rentals and amenities today.

**Payment:**

Full payment for your event must be paid by time of your event. Corporate accounts approved for invoicing have 30 days to provide payment as invoiced. Checks, cash, and most credit cards are accepted forms of payment. A 4% administrative fee will be assessed to all credit card payments greater than \$1000.00. Please make checks payable to Pranzi Inc., 10 Rosario Drive, Providence R.I. 02909. Be sure to include the event number on your check so that proper payment can be applied.

**Deposit Policy:**

A non-refundable deposit may be required to secure your date. An event totaling over \$4,000.00 requires a \$1,000.00 non-refundable deposit to secure your date.

**Cancellation Policy:**

Deposits are non-refundable. All payments made towards events will be forfeited to Pranzi Catering if canceled within 10 days of the event.

**Disclaimer:**

Pranzi Inc. is not responsible for any lost or stolen items on or at any event.

*Lisa Mattiello*

Lisa Mattiello, Event Planner

\_\_\_\_\_  
 Client Signature

**If Using A Credit Card For Payment Please Complete Authorization:  
Credit Card Authorization**

By signing this document, you hereby authorize Pranzi Catering to maintain your credit card or bank account number on file in the event that there is a later charge to your account. You will be notified via e-mail prior to any subsequent charges.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Credit Card Number

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Card Verification

10 ROSARIO Dr  
Przr 02909