

City of Providence
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

No. 32

EFFECTIVE January 27, 2014

RESOLVED, That the Members of the Providence City Council

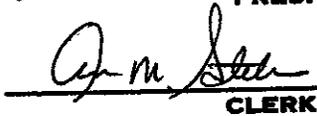
hereby Request the Approval of the continuing authority for contract renewal executed previously with Institute of Labor Studies and Research (ILSR) in an amount not to exceed \$20,000.00.

IN CITY COUNCIL

JAN 16 2014

READ AND PASSED


PRES.


CLERK

Effective without the
Mayor's Signature


Anna M. Stetson
City Clerk

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: December 2, 2013

TO: Acting Purchasing Director

SUBJECT: **APPROVAL OF THE CONTINUING AUTHORITY FOR CONTACT RENEWAL EXECUTED PREVIOUSLY WITH INSTITUTE OF LABOR STUDIES AND RESEARCH (ILSR) – DEPARTMENT OF PLANNING & DEVELOPMENT**

CONSIDERED BY: Board of Contract and Supply

VOTED: that the Acting Purchasing Director hereby authorizes approval of the continuing authority for contact renewal that was contained in the original bid award but not timely or properly executed previously, with Institute of Labor Studies and Research (ILSR), which will assist the City in developing a path to employment opportunities for Providence residents within the hotel, hospitality and tourism sector, for a total amount not to exceed Twenty Thousand (\$20,000.00) Dollars for services delivered in FY13, all in accordance with the request of Ruben Flores-Marzan, Director, in communication dated November 6, 2013.

cc: Pur.Dir.
Contr. *MT*
P & D
File
SP

A handwritten signature in black ink, appearing to read "Ann M. [unclear]".

City Clerk



CITY OF PROVIDENCE

Angel Taveras, Mayor

November 6, 2013

Honorable Angel Taveras
Chairman, Board of Contract and Supply
City Hall
Providence, Rhode Island 02903

Dear Mayor Taveras:

The Department of Planning and Development (DPD) through its First Source program respectfully seeks ratification of the continuing authority for contract renewal that was contained in an original bid award but not timely or properly executed previously for the **Institute of Labor Studies and Research (ILSR)**, a nonprofit service provider located at 99 Bald Hill Road, Cranston, RI 02920.

DPD requests permission to proceed with the payment of invoices not to exceed \$20,000 for services delivered in FY '13 by ILSR for the City's First Source program. ILSR was approved and originally awarded a sole source contract, with an option of continuation of services in the amount of \$20,000 on May 14, 2012. Funding for payment of current invoices shall be made from General Fund Account Code # 101-908-55125-0015 (First Source).

ILSR performed a key role in assisting the City in developing a path to employment opportunities for Providence residents within the hotel, hospitality and tourism sector, an important industry and economic development driver for our City. The FY 2012 award was used to strengthen ILSR's capacity to build employment activities designed to help trainees gain real work experience. These employment focused activities were carried out primarily at Providence hotels with First Source compliance obligations as well as other hospitality employers in Providence.

ILSR's program has been built over time through strong collaborative partnerships across education, employer, and labor organizations. Their innovative classes included input from Providence hospitality employers and they established strong ties with The Providence Biltmore and the Omni Hotel (formerly the Westin).

ILSR's program is industry-recognized and the skills obtained through their classes are portable. Their trainees include both incumbent workers, who gain additional skills in order to advance

DEPARTMENT OF PLANNING AND DEVELOPMENT
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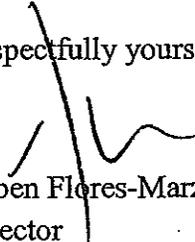
their careers, and the unemployed who learn new skills that help build a strong foundation for entry level jobs.

Their funding is leveraged – First Source, adult education and other sources. ILSR uses its resources well, and has built an excellent team of qualified staff. As such, ILSR's trainees are well supported during the classroom experience and after they are placed into employment.

This First Source vendor has demonstrated their effectiveness and as a result, their program graduates are qualified for positions with hospitality employers beyond major downtown hotels, including restaurants, bed and breakfasts inns, and down the road, Twin River Casino.

Thank you in advance.

Respectfully yours,


Ruben Flores-Marzan, AICP
Director

ok
