

# RESOLUTION OF THE CITY COUNCIL

No. 243

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 to various vendors, in accordance with Section 21-26(b)(1).

Various Vendors  
(Office of Economic Opportunity)

\$1,501,625.18

Alliance of Rhode Island Southeast Asian for Education  
AS220  
Boys and Girls of Providence  
Comprehensive Community Action Program  
Goodwill of Southern New England  
Inspiring Minds  
Multicultural Innovation Center  
Providence Housing Authority  
Refugee Dream Center  
The Center for Dynamic Learning  
Southside Community Land Trust  
Federal Hill House Association

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 4, 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:

- **Department of Arts, Culture and Tourism:**
  - Approval to "Pay Special Event Support Grantees" in the amount of **\$200,000.00** in accordance with the Code of Ordinances, Section 21-26 (b) (2).
- **Office of Economic Opportunity:**
  - Award to various vendors for "One Providence for Youth Employment Program" in the amount of **\$1,501,625.18** in accordance with the Code of Ordinances, Section 21-26 (b) (1).

Sincerely,

A handwritten signature in black ink, appearing to read "Gina M. Costa".

Gina M. Costa  
Internal Auditor

Cc: Joe Wilson, Jr, Director of ACT  
Kadeem Leslie, Deputy Director of Economic Opportunity  
Jonathon Martin, Director of Public Property  
Alejandro Tirado, Director of Purchasing  
James J. Lombardi, III, City Treasurer



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

March 27, 2023

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

RE: 2023 One Providence for Youth Employment Program  
MinuteTraq ID#: 38800  
Account Code(s):  
1. \$995,000.000 in account code 263-0051-22  
2. \$252,906.47 in account code 263-0009-22  
3. \$253,718.71 in account code 263-0004-22

Minority Participation: 0 % MBE, 0 %WBE

Dear Mayor Smiley,

DATE OF BID OPENING: December 19, 2022  
RECOMMENDED BIDDER & THEIR ADDRESS:

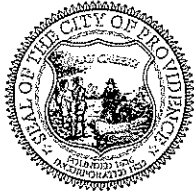
- Alliance of Rhode Island Southeast Asians for Education, 151 Broadway, Providence, RI 02903
- AS220 95 Mathewson Street, Unit 204, Providence RI 02903
- Boys and Girls Club of Providence 550 Wickenden Street, Providence RI 02903
- Comprehensive Community Action Program 311 Doric Ave, Cranston, RI 02910
- Goodwill of Southern New England 100 Houghton Street, Providence, RI 02904
- Inspiring Minds 65 Pavilion Ave, Providence RI 02905
- Multicultural Innovation Center, 770 Broad St, Providence RI 02907
- Providence Housing Authority 100 Broad Street, Providence RI 02903
- Refugee Dream Center 747 Broad St, Providence, RI 02907
- The Center for Dynamic Learning, 1 Louisa St, Providence, RI 02905

TOTAL AMOUNT RECOMMENDED: **Total amount not to exceed \$1,501,625.18**

In response to our request for proposal regarding the above entitled, our department received the following bid(s) (Listed by low bidder first):

	VENDOR NAME	Technical Review Score	Base Bid	Total Award
1	Inspiring Minds	90.8	\$48,460.00	\$32,401.43
2	Goodwill of Southern New England	76.2	\$70,391.97	\$47,064.98
3	Alliance of Rhode Island Southeast Asians for Education	86	\$75,000	\$50,146.66
4	Refugee Dream Center	76.4	\$86,144	\$57,597.78

**OFFICE OF ECONOMIC OPPORTUNITY**  
JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
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MAYOR BRETT P. SMILEY

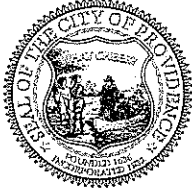
5	AS220	91.4	\$134,305.10	\$89,799.29
6	Southside Community Land Trust	70.2	\$156,347.54	\$104,537.06
7	Comprehensive Community Action Program	87.8	\$233,981.35	\$156,444.87
8	The Center for Dynamic Learning	62.4	\$240,030.00	\$160,489.36
9	Boys and Girls Club of Providence	81.6	\$240,3015.11	\$160,679.25
10	Providence Housing Authority	89.4	\$279,409.48	\$186,819.03
11	Federal Hill House Association	79.4	\$301,005.16	\$201,258.59
12	Multicultural Innovation Center	70.4	\$380,464.38	\$254,386.89

- ☐ On the basis of said bids, we recommend the low bidder, as identified on **LINE 1**, whose bid has met the specifications.
- ☐ On the basis of said bids, we recommend the bidder identified on **LINE: 1-5,7,9-10**. While not the apparent low bidder, a review of the bids reveal that it is in the best interest of the City to reject the low bidder. See the Explanation box below.
- ☒ On the basis of said bids, we recommend multiple bidders identified on **LINES: 1-12**. A review of the bids reveal that it is in the best interest of the City to utilize these bidders together. See the Explanation box below.

Explanation: These proposals were reviewed by 5 city staff members on a set standard and rubric. Prior to the review of the proposals, OEO held a Review Committee meeting on 01/19/2023 where the scoring team was provided an in-depth overview of the review sheet, rubric, and minimum passing score and other relevant best practices to ensure that proposals were evaluated consistently across the board, and based on their own merits.

Taken into consideration for each program, was its Agency experience and qualifications, the program design, and total budget. Upon review of all 12 proposals based on the attached guidelines and rubric, it was determined that all bidders were qualified (the qualification threshold, as usually done for youth programming RFPs was set to a minimum score of 70. ) and therefore, it is in the best interest of the City to utilize all of these bidders together to maximize the opportunities for Providence youth. Each bidder has a history of providing youth services to Providence residents and meets the specifications outlined in this project. Each proposer thoroughly demonstrated their knowledge of the specifications outlined in the RFP, clearly articulating how they will provide unique perspectives and opportunities for youth in Providence. Using all of these programs together will ensure a variety in workforce opportunities, and offerings for youth that span across various fields of interests, age-groups, and skill levels and job types. Funding all of these programs, also ensure each defined target demographic included in the RFP including English Language Learners, Out of School Youth, In School Youth, Justice involved Youth, and Youth with Disabilities. This would also ensure that we are adequately meeting the needs of our student population. The One Providence For Youth Program aims to address many of the complexities of youth unemployment and also address the many different experiences of our youth communities. By selecting a diverse array of groups funded the program will be able to better ensure that a wide range of young people benefit from the program. Further, in awarding these programs we are able to align the two different types of programs(service learning and internships) and have much greater impact. We will award all proposals with an equal reduction of 33.14% from a total of \$2,245,850.38 (total proposed) to the total of \$1,501,625.18 (total available). Upon reviewing the submitted budgets, programs would still be able to deliver qualified services at a 33.14% reduction of overall costs, revised scopes of work will be established during the contracting period but will not exceed the awards listed here.

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It should also be noted that there is also a time sensitive consideration as these programs will be a part of the Eat, Play Learn Summer Opportunities Initiative.

Additional documentation to support the decision for this award is attached to this letter.

Respectfully submitted,

DocuSigned by: 3/30/2023

Kadeem Leslie Deputy Director of Economic Opportunity Financial Approval:

DocuSigned by: 3/30/2023

Brett P. Smiley Mayor and Recovery Programs Director

DocuSigned by: 3/30/2023  
Kadeem Leslie

Department Subject Matter Expert: Kadeem Leslie, Deputy Director of Economic Opportunity  
By signing, the subject matter expert certifies the following: That the recommended vendor(s) is/are the lowest, qualified bidder(s) with regards to the corresponding specifications. That all bids corresponding to this award were reviewed for completeness and that the recommended bidder's submission is inclusive of all required documents.



# CITY OF PROVIDENCE

MAYOR BRETT P. SMILEY

**Department:** Office of Economic Opportunity

**RFP Title:** 2023 One Providence for Youth Employment Program

**RFP Advertisement:** 11/07/2022

**RFP Deadline:** 12/19/2022

**RFP Review:** 5 Reviewers came together to read and rank 12 proposals that were submitted. Each program was evaluated based on a set criteria which evaluates a program's project description and goals, target population, quality of personnel and experience, and budget. Prior to accepting a role on the review team, reviewers were asked to acknowledge the Reviewer Guidelines, which establishes best practices for reviewing proposals, and also defines the conflict-of-interest policy pertaining to proposal review.

## **Background:**

The One Providence for Youth Program directly addresses the inequities that exist in our city and state today, and creates pathways to employment. Engaging in work-based learning experiences in high school, including internships and apprenticeships while building positive relationships with adults can help young people of color and youth from low-income neighborhoods gain access to higher-quality jobs by the age of 30. This program provides youth with comprehensive service learning and work experience programming, work readiness, 21st-century skills, and financial literacy all while providing a part-time income. Having a job as a teenager can lead to a higher job quality into adulthood and increased wages by the age of 23.

**All programs will implement best practices in education, workforce development, and youth development. Programs will:**

- *Integrate youth development principles into work-based experiences and/or project-based service learning for young people.*
- *Provide opportunities for youth to understand career pathways and decision points, including the linkages between educational attainment, relevant experience, demonstrable skills and career advancement.*
- *Include meaningful opportunities for youth leadership and reflection on the personal and social impact of their work.*

## **Past Performance:**

- \$944,471.06 in earnings went directly to youth enrolled in either school-year or summer programming through OPFY.
- 100% of youth were paid at least \$15.00/hr.
- Almost 80% of youth were from the following zip codes 02909, 02908, 02907 and 02905.

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CITY OF PROVIDENCE  
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- 73% of youth reported as being in a current high school student, 12% were out of school, and 14.5% were in college.

*Note: 10 total non-profit partners, 10 programs and additionally 11 city departments provided job and internship programming that served a total of 800 participants in 2022.*

**Total Applicants: 12 (All 12 applicants were awarded)**

Organization	Address	Amount
<i>AS220</i>	95 Mathewson St, Unit 204, Providence RI, 02903	\$133,305.10
<i>Boys and Girls Club of Providence</i>	550 Wickenden St, Providence, RI 02903	\$32,401.43
<i>Comprehensive Community Action Program</i>	311 Doric Ave, Cranston, RI 02910	\$47,401.43
<i>Federal Hill House Association</i>	9 Courtland St, Providence, RI 02909	\$301,005.16
<i>Goodwill Industries of Southern New England</i>	100 Houghton St, Providence, RI 02904	\$75,000
<i>Inspiring Minds</i>	65 Pavilion Ave, Providence, RI 02905	\$70,391.97
<i>Multicultural Innovation Center</i>	770 Broad St, Providence, RI 02907	\$380,464.38
<i>Providence Housing Authority</i>	100 Broad St, Providence, RI 02903	\$279,409.48
<i>Refugee Dream Center</i>	747 Broad St, Providence, RI 02907	\$86,144.00
<i>Southside Community Land Trust</i>	404 Broad St, Providence, RI 02907	\$156,347.54
<i>The Alliance for RI Southeast Asians for Education</i>	151 Broadway, Providence, RI 02903	\$75,000.00
<i>The Center for Dynamic Learning</i>	1 Louisa St, Providence, RI 02905	\$240,030.00
<b>Total</b>		<b>\$1,501,625.18.</b>

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Office of Economic Opportunity

**2023 One Providence for Youth  
Employment Program RFP**

**GUIDELINES FOR READERS/RANKERS**

Thank you for participating in the reading and ranking of proposals from entities desiring to become providers for the One Providence for Youth Summer Employment Program. The following guidelines will prove helpful as you review and score each proposal.

1. We will be providing a list of all organizations that have submitted proposals when they are received. Please review the list of organizations and partners, and ensure that you have reviewed the list of leading proposing and partner agencies to determine in advance if you have a conflict of interest. Having a conflict may preclude your participation in this process. A conflict of interest that would preclude your participation includes:
  - a. An affiliation with the lead applicant or partner organization
  - b. If your organization or place of employment would receive funds from any submitted proposals
  - c. Have a business or paid professional partnership with the proposer;
  - d. Are an employee of the proposer or an organization that is a partner in the proposal;
  - e. Serve on the board of the proposing organization or an organization that is a partner in the proposal;
  - f. Receive any form of remuneration or benefits from the organization or an organization that is a partner in the proposal;
  - g. Have a family relationship covered by state or city ethical standards;
  - h. A business or professional relationship with the proposer such as where either the team reader or the proposer serves on one or the other's board; or,
  - i. Other relationships, such as close personal friendship, that might tend to affect judgment or may be seen as doing so by a reasonable person familiar with the relationship.
2. You will be provided with a copy of each proposal as well as an Evaluation Worksheet. This worksheet lists the selection criterion that is contained in the Request for Proposal (RFP). This worksheet will also be the document you will use to assign points to each proposal.
3. As you begin your review, we suggest you first read the proposal. This will provide an overview of the applicant's approach and capacity to become a provider.
4. After your initial read of the proposal, we ask that you concentrate your review on each question that the applicant was required to address. Note there are questions related to six major areas in the Agency Experience and Qualifications response and questions related to four major areas in the Program Design response. There is also scoring for the budget.
5. You are asked to utilize the Evaluation Worksheet to assign points for these major areas. This worksheet has four columns. The first column identifies the major response questions. The second column identifies the maximum score for each major area. The third column is the





Office of Economic Opportunity

actual score that you will assign to each major area. The fourth column is where you are to encourage to include comments to support your scoring.

6. The first area in the Agency Experience/Qualifications response is “Program Description.” There is one question the proposer was asked to address. The Maximum score for this area is 5. As you read the proposal, determine if the proposer’s response was lacking in completeness, clarity, and quality or was otherwise non-responsive. Where that is the case, please provide a sentence or two identifying weakness. Include the number of points you are deducting for this.
  - a. For example, in reading a proposal you determine the proposer did not include specific strategies to ensure data and reporting submitted to the Office of Economic opportunity are on time and accurate. Instead, it simply stated that the organization will submit reports. You may decide to deduct 3 points for this weakness. Your comment statement would read:

***“The applicant did not include specific strategies to ensure data and reporting were submitted accurately and on time. Deduct 3 points.”***

6. Once you have completed the reading/ranking of all proposals, you will participate in a deliberation session with the other readers/rankers who have read the same proposals. At this session, please be prepared to defend any weakness statements and the points that you have deducted. There will be an opportunity to hear from fellow readers/rankers who may offer a different opinion and if that is the case, you will have an opportunity to change you ranking.
7. At the conclusion of the deliberation session, staff will summarize each reader/ranker’s score on the 2023 One Providence for Youth Summer Employment Program Evaluation Summary Score. Then a Summary Matrix of Proposals will be prepared that identifies the proposer, the proposal score, the amount of funds requested.