

# RESOLUTION OF THE CITY COUNCIL

No. 324

Approved August 3, 2016

RESOLVED, That the Members of the Providence City Council  
hereby Authorize Approval of the following Sole Source Three Year Contract  
Award by the Board of Contract and Supply, in accordance with Section 21-26 of  
the Code of Ordinances.

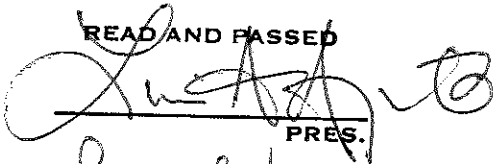
W.B. Mason  
(Information Technology)

\$90,000.00

IN CITY COUNCIL

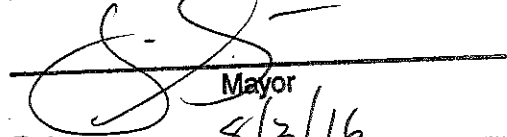
AUG 02 2016

READ AND PASSED

  
PRES.

  
CLERK

I HEREBY APPROVE.

  
Mayor  
Date: 8/3/16

MATTHEW M. CLARKIN, JR.  
INTERNAL AUDITOR  
25 DORRANCE STREET, ROOM #307  
PROVIDENCE, RI 02903  
Phone: (401) 421-7740 EXT. 577  
Fax: (401) 351-1053  
mclarkin@providenceri.com



## City of Providence, Rhode Island Office of the Internal Auditor

June 23, 2016

Ms. Lori Hagen  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Lori:

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

- *Public Works* – Approval of a sole-source award in an amount of \$63,000 to Dunbar Armored, Inc. for monthly armored car service to be provided during fiscal 2017 to the Department of Public Works for parking meter revenue collection.
- *Public Works*- Approval of a sole-source award in an amount of \$43,200 to Cale America, Inc for monthly service during fiscal 2017 on multi-space parking meters.
- *Public Works* - Approval of a sole-source award in the amount of \$187,200 to Cale America, Inc for monthly leasing fees during fiscal 2017 on multi-space parking meters.
- *Public Works* – Approval a sole-source award to Pascale Services in an amount of \$25,000 for the purchase of miscellaneous parks for International, Sterling and Freightliner Trucks.
- *Public Works* – Approval of a sole-source award to MacKay Meters, Inc. in an amount of \$135,500 for monthly service fees on single space parking meters.
- *Information Technology* - Approval of a sole-source, three-year award to W.B. Mason Inc. in an amount not to exceed \$90,000 for the periodic purchases of printer, toner, paper, office supplies and computer supplies.

- *Information Technology* – Approval of a one-year contract extension in an amount of \$30,000 for fiscal year 2017 to Jimmy Chiu for emergency Lawson software infrastructure support.
- *Human Resources* – Approval to renew the current Pharmacy Benefit Management contract with CVS/Caremark for a term of two years beginning July 1, 2016 through June 30, 2018 at a maximum cost of \$19,292,000.
- *Human Resources* – Approval to renew the current Stop Loss Insurance contract with Blue Cross-Blue Shield of RI for the term of one year beginning July 1, 2016 through June 30, 2017 at a cost of \$922,000.
- *Planning & Development* – Approval to renew the current contract for fiscal 2017 in amount of \$150,000 with Building Futures for services associated with the city's First Source program.

Sincerely,



Matthew M. Clarkin, Jr.

Internal Auditor

Cc: Alan Sepe, Director of Operations  
James Lombardi, City Treasurer  
Margaret Wingate, Manager of Employee Benefits  
Natalie Lopes, Director –First Source  
Russell P. Knight, Director – Public Works  
James Silveria, Chief Information Officer



CITY OF PROVIDENCE

June 21, 2016

The Honorable Jorge O. Elorza  
Chairman, Board of Contract & Supply  
City Hall  
Providence, RI 02903

RE: WB MASON SUPPLY REQUEST – THREE YEAR – INFORMATION TECHNOLOGY

Dear Mayor Elorza,

The Providence Information Technology Department respectfully requests a three-year contract to purchase supplies from W.B. Mason, Inc, PO Box 111, Brockton, MA 02303. The periodic purchases will include printer toner, paper, office supplies, and computer supplies.

The total cost of this contract shall not exceed \$90,000, or \$30,000 per year, beginning in FY2017, through FY2019. Funds are available in the Information Technology Budget, account 101-204-54020.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Silveria".

Jim Silveria  
Chief Information Officer

Item #11545

**INFORMATION TECHNOLOGY DEPARTMENT**  
The Doorley Building | 444 Westminster St., 2<sup>nd</sup> Floor, Providence, Rhode Island 02903  
401 680 5533 ph  
[www.providenceri.com](http://www.providenceri.com)

## Mancini, Larry

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**From:** Silveria, Jim  
**Sent:** Tuesday, July 19, 2016 11:06 AM  
**To:** Mancini, Larry  
**Cc:** Smiley, Brett  
**Subject:** RE: Finance Committee this evening Agenda Items # 8 and 9  
**Attachments:** JimmyChiuAward.pdf, JimmyChiuOpinion.pdf

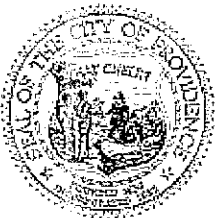
Hi Larry,  
I would appreciate you standing in for me tonight, if necessary.

Item 8. WB Mason - Requesting a 3 year approval to purchase office supplies for IT, toner and printer ink for all city and council desktop printers, and paper for payroll processing and other large print jobs. WB Mason is on a state MSA, and the City will receive the state-negotiated rates. We are requesting \$90,000 over three years, or \$30,000 per year. This has been our average spend over the past few years. We do anticipate a gradual reduction in this spend, as more departments move printing onto the high-capacity Ricoh devices. These are generally leased with the toner and other consumables included.

Item 9. Jimmy Chiu - This request is for a contract extension for Lawson administration and support with Jimmy Chiu. IT solicited bids for Lawson support last year, and awarded two contracts - one to Velocity Technical Support, and the second to Jimmy. In FY16, we have used Jimmy for application maintenance and emergency support, beyond the capabilities of Velocity. Most recently, he was able to correct a payroll error in the June/summer teacher payrolls, which prevented summer paychecks from being processed. I am attaching the Award letter, as well as an opinion by the Solicitor's office, that there is no ethical conflict in awarding this contract to a former employee. In addition to this consultant support, IT has been working with HR to repost his position for a fourth time, and recruit a qualified individual to fill this role in-house.

Let me know if you need additional information.

Thanks,  
Jim



**JIM SILVERIA**  
**CHIEF INFORMATION OFFICER**  
**INFORMATION TECHNOLOGY**

444 Westminster Street, 2nd Floor  
Providence, RI 02903  
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jsilveria@providenceri.com  
www.providenceri.com

**CITY OF PROVIDENCE**

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**From:** Mancini, Larry  
**Sent:** Tuesday, July 19, 2016 9:35 AM  
**To:** Silveria, Jim  
**Cc:** Smiley, Brett  
**Subject:** Finance Committee this evening Agenda Items # 8 and 9

Jim:

These items are up for discussion and representation this evening.

If there is any way you can provide Finance with a statement of explanation or any other useful information, I would be happy to represent the items.

Please confirm this email.



LAWRENCE J. MANCINI

Finance Director

Providence City Hall

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