

# RESOLUTION OF THE CITY COUNCIL

No. 345

Approved July 9, 2019

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 of the Code of Ordinances  
of the City of Providence.

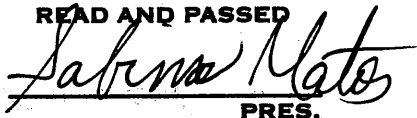
Capital City Insurance Agency, LLC  
G & L Insurance Associates, Inc.  
USI Insurance Services, LLC  
(Providence Water)

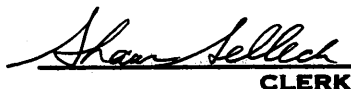
\$9,000,000.00

IN CITY COUNCIL

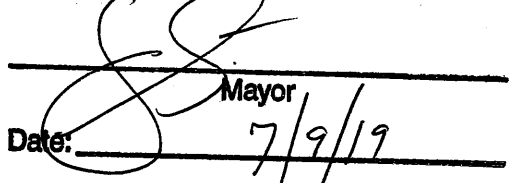
JUL 09 2019

READ AND PASSED

  
PRES.

  
CLERK

I HEREBY APPROVE.

  
Mayor  
Date: 7/9/19

City Hall, Room 310  
25 Dorrance Street  
Providence, RI 02903  
P: 401.421.7740, ext 577  
F: 401.351.1056



## Office of the Internal Auditor

June 6, 2019

Mr. Shawn Selleck  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Shawn:

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

- **Providence Water:**
  - Award to **various vendors for Insurance Coverage to Include Property/Liability and Worker's' Compensation** for an amount \$9,000,000.00 over three years in accordance with the Code of Ordinance, Section 21-26 (a);
- **Department of Planning and Development:**
  - Request a change order in the amount of \$30,200 for **Ransom Consulting (Manton Avenue Skate Park)** for a new total of **\$63,145.00** in accordance with the Code of Ordinance, Section 21-26 (d);
- **Department of Public Property:**
  - Request a change order of \$371,482 for the **Bailey Group (Providence Fire Station Renovation)** for a new total of \$1,171,482.00 in accordance with Code of Ordinance Section 21-26(d).

Sincerely,

A handwritten signature in black ink that reads "Gina M. Costa".

Gina M. Costa  
Internal Auditor

Cc: Michael Borg, Director of Public Property  
Molly Hannon Associate Director of Purchasing  
Bonnie Nickerson, Director of Planning & Development  
Ricky Caruolo, General Manager, PWSB  
James J. Lombardi, III, Treasurer/Senior Advisor to City Council



May 29, 2019

The Honorable Mayor Jorge O. Elorza  
Chairman, Board of Contract and Supply  
City Hall  
25 Dorrance Street  
Providence, RI 02903

Dear Mayor Elorza:

The Hon. Jorge O. Elorza  
Mayor  
Ricky Caruolo  
General Manager

RE: INSURANCE COVERAGE FOR PROVIDENCE WATER TO INCLUDE  
PROPERTY/LIABILITY AND WORKERS' COMPENSATION (BLANKET FY20-22)-  
WATER SUPPLY BOARD

Date of Bid Opening: April 29, 2019

#### BOARD OF DIRECTORS

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Ex-Officio

Cristen L. Raucci, Esq.  
Member

Kerri Lynn Thurber  
Member

Carissa R. Richard  
Secretary

William E. O'Gara, Esq.  
Legal Advisor

Recommended Bidder:

**Capital City Insurance Agency LLC**  
870 Oaklawn Ave. Cranston, RI 02920

**G & L Insurance Associates Inc.**  
963 Charles St. North Providence, RI 02904

**USI Insurance Services LLC**  
475 Kilvert St. Suite 205 Warwick, RI 02886

Amount Recommended: Not to Exceed, \$9,000,000.00 over 3 years

This letter is requesting permission to award Insurance Coverages to these three bidders for  
an amount not to exceed \$9,000,000.00 over 3 years.

I am recommending that you sign this award.

	Name	BASE	Total
1	Capital City Insurance Agency LLC	RI	Unit Price Bid
2	G & L Insurance Associates Inc.	RI	Unit Price Bid
3	USI Insurance Services LLC	RI	Unit Price Bid

Additional sheet is attached (X)

#### MEMBER

Rhode Island Water Works Assn.  
New England Water Works Assn.  
American Water Works Assn.  
Water Research Foundation

An EPA WaterSense Partner

**(401) 521-6300**

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Providence, RI 02907

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(X) On the basis of said bids, we recommend to award to the bidders identified on  
lines 1, 2 and 3 which firm's bid has met the specifications

Minority Participation: MBE 0% WBE 0%

Funds are available in the Insurance Account: 857-857-52110

Respectfully Submitted,  
PROVIDENCE WATER

  
Ricky Caruolo  
General Manager



# MEMORANDUM

To: Peter J. Pallozzi, Deputy General Manager  
From: Antonio M. Araujo, Director  
Date: May 21, 2019  
Re: Recommendation to Award (Insurance Coverages)

The Hon. Jorge O. Elorza  
Mayor

Ricky Caruolo  
General Manager

## BOARD OF DIRECTORS

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William E. O'Gara, Esq.  
Legal Advisor

After review of the bids for insurance coverages for Providence Water (PW), it is my recommendation to award the contracts to the following agencies.

<u>Insurance Agency</u>	<u>Award Amount</u>
Capital City Insurance Agency LLC	\$299,142.00
G&L Insurance Associates Inc	\$942,369.60
USI Insurance Services LLC	\$180,406.00

The attached breakdown identifies the low qualified bidder for each line of coverage. The recommendation is based on annual premium cost, coverage limits and conditions where PW would be required to fund additional security and loss deposit accounts.

Each line of business is being awarded to the low qualified bidder for the coverages identified on the attached spreadsheet. The basis for awarding the workers compensation coverage is explained in the narrative below.

**Workers Compensation Coverage:** Capital City Insurance submitted a bid for a deductible program under the Hartford Insurance. This program does not require PW to provide additional funds to a security or loss deposit account.

USI Insurance also submitted a bid for a deductible program through PMA Services. Under this program PW would be required to fund a security and loss deposit account in the amount of \$300,000.00. The amount of this deposit would be in addition to their annual premium of \$217,250.00.

Therefore, it is in PW's best interest to award the workers compensation portion of this award to Capital City Insurance. With this award PW will remain with the Hartford Insurance for our Workers' Compensation line of coverage.

Funds for these services are available in the following account code 857-857-52210.

  
Antonio M. Araujo  
Director - Support Services

## MEMBER


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New England Water Works Assn.  
American Water Works Assn.  
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2019-2022 Insurance Coverages

	Workers Comp	Pollution	Underground Storage Tanks	Auto
Capital City Insurance	\$299,142	No Bid	No Bid	\$170,563
G&L Insurance	No Bid	No Bid	No Bid	No Bid
USI Insurance	\$21,7250 (plus required \$300,000 loss deposit)	\$13,952	\$2,830	\$163.65

	Public Entity	Cyber	General Liability	General Liability Excess
Capital City Insurance	No Bid	No Bid	No Bid	No Bid
G&L Insurance	\$31,946	\$9,130	\$203,674	\$251,530
USI Insurance	No Bid	No Bid	No Bid	No Bid

	Property Dams	Property Solar	Crime	Watercraft
Capital City Insurance	No Bid	No Bid	No Bid	No Bid
G&L Insurance	\$217,568	\$6,703	\$4,972	\$1,795
USI Insurance	No Bid	No Bid	No Bid	No Bid

Commercial Property

Capital City Insurance	No Bid
G&L Insurance	\$215,052
USI Insurance	No Bid

Please refer to the attached memo for all details regarding workers compensation coverage part of this award.