

# RESOLUTION OF THE CITY COUNCIL

No. 393

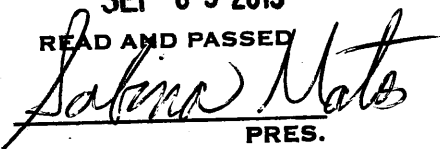
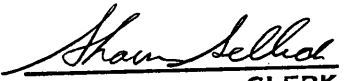
Approved September 9, 2019

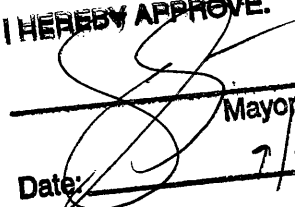
RESOLVED, That the Members of the Providence City Council  
hereby Authorize Approval of the following Contract Award by the Board of  
Contract and Supply, in accordance with Section 21-26 of the Code of Ordinances  
of the City of Providence.

Roger Williams Park Zoo Veterinary  
Hospital Quarantine Building  
(Parks Department)

\$1,003,000.00

IN CITY COUNCIL

SEP 05 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 19, 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:

- **Parks Department:**
  - Award to E.W. Burman, second lowest bidder (lowest bidder was disqualified) for **Roger Williams Park Zoo Veterinary Hospital Quarantine Building** in an amount of **\$1,003,000** in accordance with the Code of Ordinance, Section 21-26 (a);
  - Award to **R.A.D Sports** for Synthetic Field Installation at Bucklin Park and Conely Stadium in the amount of **\$5,439,000** in accordance with the Code of Ordinance, Section 21-26 (a);
- **City Collector:**
  - Request to pay **Albert R Romano, Esq \$128,040** for researching titles for May 16, 2019 tax Sale in accordance with Code of Ordinance, Section 21-26 (b);

Sincerely,

A handwritten signature in cursive script, reading "Gina M. Costa".

Gina M. Costa  
Internal Auditor

Cc: Brian Byrnes, Deputy Superintendent  
John Murphy, City Collector  
Molly Hannon Associate Director of Purchasing  
James J. Lombardi, III, Treasurer/Senior Advisor to City Council

WENDY NILSSON  
Superintendent of Parks



JORGE O. ELORZA  
Mayor

CITY OF PROVIDENCE

Date: June 13, 2019

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

RE: ROGER WILLIAMS PARK ZOO VETERINARY HOSPITAL QUARANTINE BUILDING – Parks  
Department

ID#: 24486

Dear Mayor Elorza,

DATE OF BID OPENING: June 10, 2019

RECOMMENDED BIDDER & THEIR ADDRESS:

E.W. Burman Inc., 33 Vermont Ave., Warwick, RI 02888

TOTAL AMOUNT RECOMMENDED:

\$1,003,000.00

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	BASE	BID AMOUNT ALTERNATIVES	TOTAL
1	Parisault Builders **Disqualified**	\$852,000.00	0	\$852,000.00
2	E.W Burman	\$1,003,000.00	0	\$1,003,000.00
3	Maron	\$1,198,000.00	0	\$1,198,000.00
4	J.G. Edwards	\$1,069,000.00	0	\$1,069,000.00

DEPARTMENT OF PARKS

Roger Williams Boathouse | 1000 Elmwood Avenue Providence, Rhode Island 02905  
401 785 9450 ph | 401 941 5920 fax  
www.providenceri.com



CITY OF PROVIDENCE

(Sheet with additional bids is ☒ or is not ☐ attached) – ATTACHMENT A

- ☒ On the basis of said bids, we recommend the low bidder, as identified on LINE 1, which firm's bid has met the specifications.
- ☐ On the basis of said bids, we recommend the bidder identified on LINE: \_\_\_\_\_. 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 because:
- ☐ On the basis of said bids, we recommend multiple bidders identified on LINES: \_\_\_\_\_, a review of the bids reveal that it is in the best interest of the City to utilize these bidders together because:

Explanation:

(Additional sheet is ☐ or is not ☒ attached)

Respectfully submitted,

Deputy Superintendent: Brian F. Byrnes

Financial Approval:

Minority Participation:

Account Code:

11 % / 9 %

RI Zoological Society and RI Open Space Bond: \$1,003,000.00

DEPARTMENT OF PARKS

Roger Williams Boathouse | 1000 Elmwood Avenue Providence, Rhode Island 02905

401 785 9450 ph | 401 941 5920 fax

[www.providenceri.com](http://www.providenceri.com)

ROGER WILLIAMS PARK ZOO VETERINARY HOSPITAL QUARANTINE BUILDING		ATTACHMENT A						
					Bid Date:	6/10/2019		
					Budget:	\$1,200,000.00		
		<u>Award</u>						
		<u>Requirements</u>	<u>E.W. Burman</u>	<u>Maron</u>	<u>J.G. Edwards</u>	<u>J.J. Cardosi</u>	<u>Marino</u>	<u>Pariseault</u>
Addenda Acknowledged		# 1,2,3,4,5	# 1,2,3,4,5	# 1,2,3,4,5	# 1,2,3,4,5	# 1,2,3,4,5	# 1,2,3,4,5	N/A **
Bid Bond		Travelers	Travelers	Travelers	Contractors	Employers	Aegis	Hartford
MBE / WBE %		11 / 9 %	11 / 9 %	14 / 0 %	7 / 9 %	4 / 2 %	3 / 0 %	10.6 / 0 %
Start Date		TBD	TBD	TBD	6/17/19	TBD	TBD	6/10/19
	Base Bid	\$ 1,003,000.00	\$ 1,003,000.00	\$ 1,198,000.00	\$ 1,069,000.00	\$ 1,194,000.00	\$ 1,057,000.00	\$ 852,000.00
		<u>Alternates</u>						
None								
		Alternates - Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<u>Unit Prices</u>						
None								
	Award:	\$ 1,003,000.00	\$ 1,003,000.00	\$ 1,198,000.00	\$ 1,069,000.00	\$ 1,194,000.00	\$ 1,057,000.00	\$ 852,000.00
		** Pariseault Did Not Acknowledge Addendas - Bid Rejected						

# **E W BURMAN**

**GENERAL CONTRACTORS**

June 14, 2019

Board of Contract and Supply  
City of Providence, RI

RE: Roger Williams Park Zoo  
Veterinary Hospital Quarantine Building

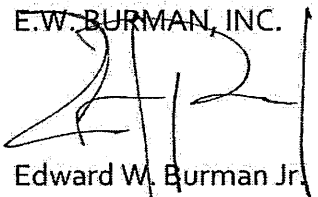
Dear Gentlemen:

Pursuant to our bid on June 10, 2019 due to a clerical error the bid bond for another project, Pawtucket Water Supply Board, was inadvertently included with our bid instead of the proper one.

Attached is an office copy of the proper form which we had retained and an original obtained today from our agent.

Our apologies for the confusion!

Very truly yours,  
E.W. BURMAN, INC.



Edward W. Burman Jr.  
President

**BID BOND**

**Travelers Casualty and Surety Company of America  
Hartford, CT 06183**

**CONTRACTOR:**  
*(Name, legal status and address)*

E. W. Burman, Inc.  
33 Vermont Ave.  
Warwick, RI 02888

**OWNER:**  
*(Name, legal status and address)*  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

**SURETY:**  
*(Name, legal status and principal place of business)*

Travelers Casualty and Surety Company of America  
One Tower Square  
Hartford, CT 06183

**BOND AMOUNT:** Five Percent (5%) of amount of the accompanying bid

**PROJECT:**  
*(Name, location or address, and Project number, if any)*  
Roger Williams Park Zoo Veterinary Hospital Quarantine Building  
25 Dorrance Street  
Providence, RI 02903

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of May, 2019.

E.W. Burman, Inc.

(Principal)

(Seal)

Zachary Bromage  
(Witness)

(Title)

Travelers Casualty and Surety Company of America

(Surety) Zachary Bromage

(Seal)

John M. Burke  
(Witness)

Attorney-In-Fact

(Title)



TRAVELERS

Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Zachary Bromage** of **Cranston Rhode Island**, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.  
IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

By:

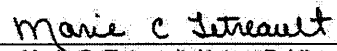
  
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021



  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 30th day of May, 2019



  
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.

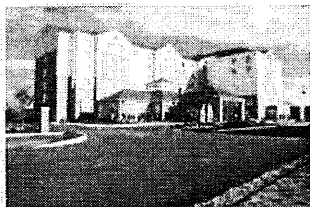
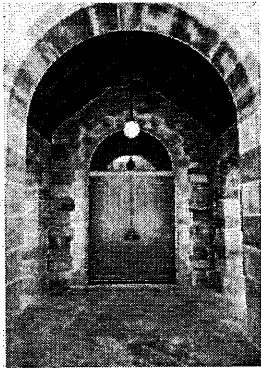
# E W BURMAN

## GENERAL CONTRACTORS

CONSTRUCTION MANAGEMENT | DESIGN BUILD | HISTORIC RENOVATION | TURNKEY PROJECT MANAGEMENT

33 Vermont Ave  
Warwick, RI 02888  
p: 401.738.5400  
f: 401.737.2650

[www.ewburman.com](http://www.ewburman.com)



## Carl T. Angus

Project Manager / Safety Manager

### Education

Wentworth Institute of Technology, B.S. Architectural Engineering Technology, 1984

### Professional Experience

Mr. Angus, joined E.W. Burman, Inc as a co-op student from Wentworth Institute of Technology in 1982. After graduating in 1984 he joined the firm full time as a Project Manager. Carl's vast experience and attention to detail makes him the perfect selection as Project Manager for many of our Historical Renovation clients such as: Swan Point Cemetery, John Brown House Museum, Brown Hillel, and Rhode Island Music School. Carl's intimate knowledge and understanding of our client's concerns along with his past experience with historic renovations makes him a logical solution to meet your project demands.

As Project Manager, below are just a few of the projects Mr. Angus has worked on:

### Swan Point Cemetery - Various Projects

#### Historic Renovations and Expansions

- Construction of new Mausoleum.
- Construction of new Chapel.
- Construction of Crematory Expansion & Reception Hall
- Over a decade of continuous service.

### Brown University Hillel House

#### Historic Renovation and Relocation

- Renovation and addition to three historic structures on Providence's EastSide to serve as the cultural and synagogue complex for students.
- 15,500 sf historic restoration of 3 buildings plus 10,000 sf addition for Student Center at Brown University. Included chapel, student workrooms, congregate areas, commercial kitchen & art gallery

2005 Merit Design Award

2006 Build Rhode Island Awards - Honor Award

### Prior Projects

The Rhode Island Music School | Hilton Garden Inn | Westerly Hospital | The Providence Biltmore | LaSalette Shrine | RI Historical Society | St. Joseph's Church | South County Hospital | Brown University | Westerly Hospital | Miramar | Hyatt Hotel - Newport

### Skills

OSHA 30 Hour Certification | Timberline Estimating, Project Management & Accounting | Bluebeam



BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND

**BID FORM 1: Bidders Blank**

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. Contracts exceeding twelve months must specify annual costs for each year.
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however each item should be priced individually. Do not group items. Awards may be made on the basis of *total* bid or by *individual items*.
5. All bids **MUST BE SIGNED IN INK**.

Name of Bidder (Firm or Individual): E.W. Burman, Inc

Contact Name: Edward W. Burman, Jr President

Business Address: 33 Vermont Ave Warwick, RI 02888

Business Phone #: 401.738.5400

E-Mail Address: ewburmanjr@ewburman.com

Agrees to bid on (Items(s) to be bid): Roger Williams Park Zoo Veterinary Hospital Quarantine Building

If the bidder's company is based in a state other than Rhode Island, list name and contact information for a local agent for service of process that is located within Rhode Island:

Please visit <http://www.naics.com/search/> and identify the NAICS Code(s) for items being bid on. Enter the NAICS code(s) here or in parentheses next to each item listed immediately above: 236220

Delivery Date (when applicable): \_\_\_\_\_

Name of Surety Company (if applicable): Travelers Insurance

Total Amount in Writing\*: ONE MILLION THREE THOUSAND DOLLARS

Total Amount in Figures\*: \$ 1,003,000 —

*\*If you are submitting a unit price bid please insert "Unit Price Bid."*

*Use additional pages, if necessary, for additional bidding details.*

Signature of Representative

Edward W. Burman, Jr. President

Title



BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND

**BID FORM 2: Certification of Bidder**  
**(Non-Discrimination/Hiring)**

Upon behalf of E.W. Burman, Inc (Firm or Individual Bidding),

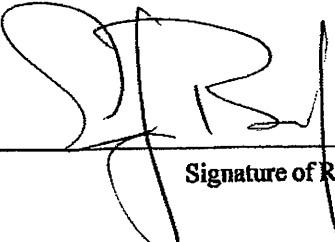
I, Edward W. Burman, Jr. (Name of Person Making Certification),

being its President (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this 10th day of June 2019.

  
\_\_\_\_\_  
Signature of Representative  
Edward W. Burman, Jr. President  
Printed Name

Revised May 8, 2018



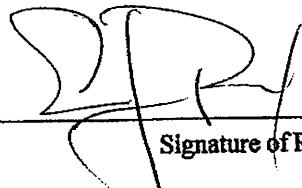
**BOARD OF CONTRACT AND SUPPLY**  
**CITY OF PROVIDENCE, RHODE ISLAND**

**Certificate Regarding Public Records**

Upon behalf of E.W. Burman, Inc (Firm or Individual Bidding),  
I, Edward W. Burman, Jr. (Name of Person Making Certification),  
being its President (Title or "Self"), hereby certify an  
understanding that:

1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating bids. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate bids.
4. If sensitive information that has not been requested is enclosed or if a bidder opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent bidding process. Information required in the bidding packet may not be submitted directly to the issuing department at the discretion of the bidder in order to protect other information, such as pricing terms, from becoming public. Bidders who make such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of Bidder, on  
this 10th day of June 20 19.

  
\_\_\_\_\_  
Signature of Representative  
Edward W. Burman, Jr. President  
Printed Name



**BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND**

**WBE/MBE Form Instructions**

The City of Providence actively seeks Minority and Women business enterprises to participate in bids to meet the City's procurement needs. Pursuant to the City of Providence Code of Ordinances, Chapter 21, Article II, Sec. 21-52 (Minority and Women's Business Enterprise) and Rhode Island General Laws (as amended), Chapter 31-14, et seq. (Minority Business Enterprise), Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value.  
The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value.  
The goal for combined MBE/WBE participation is 20% of the total bid value.

Only businesses certified with the State of Rhode Island as minority and/or women business enterprises are counted towards the City's goals. Eligible minority or women-owned businesses are encouraged to seek certification from the State of Rhode Island Minority Business Enterprise Compliance Office at: <http://odeo.ri.gov/offices/mbeco/>

**Note:** MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

**Bid Requirements:**

**All Bidders:** All bidders must complete and submit the *MBE/WBE Participation Affidavit* indicating whether or not they are a state-certified MBE/WBE and acknowledging the City's participation goals. Submission of this form is required with every bid. Your bid will not be accepted without an affidavit.

**Bidders who will be subcontracting:** Bidders who will be subcontracting must submit the *Subcontractor Disclosure Form* as part of their bid submission. All subcontractors, regardless of MBE/WBE status, must be listed on this form. Business NAICS codes can be found at <https://www.naics.com/search/>. Awarded bidders are required to submit *Subcontractor Utilization and Payment Reports* with each invoice.

**Waiver Requests:**

If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F on the Subcontractor Disclosure Form) and the prime contractor is not a Rhode Island State-certified MBE or WBE, the Bidder must complete the *MBE/WBE Waiver Request Form* for review. Waivers will be considered on a case by case basis.

No waiver will be granted unless the waiver request includes documentation that demonstrates that the Bidder has made good faith efforts to achieve the City's stated participation goals. Waivers must be reviewed and signed by the City of Providence's MBE/WBE Outreach Director, Grace Diaz, or her designee. Department Directors cannot recommend a bidder for award if this form is applicable and absent. If the bid does not meet the participation goals of the City of Providence and a waiver is not filed with the signature of the MBE/WBE Outreach Director or her designee, the bid will not be accepted.

**Verifying MBE/WBE Certification**

It is the responsibility of the bidder to confirm that every MBE/WBE named in a proposal and included in a contract is certified by the Rhode Island Minority Business Enterprise Compliance office. The current MBE/WBE directory is available at the State of RI MBE Office, One Capitol Hill, 2nd Floor, Providence, RI, or online at <http://odeo.ri.gov/offices/mbeco/mbwbe.php>. You can also call (401) 574-8670 to verify certification, expiration dates, and services that the MBE/WBE is certified to provide. Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

**Form Instructions:**

Access all bid forms from <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>. Download the forms as blank PDFs. Once saved on your computer, fill them out using



**BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND**

the Adobe program. The fillable PDFs must be completed in Adobe in order to be saved properly. Google Chrome and similar platforms do not allow for the forms to be saved as filled PDFs. Therefore, please download the blank forms to your computer, then fill them out and save.

**Assistance with Form Requirements**

Examples of completed forms can be found on the City of Providence website at <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>.

**Contract Requirements:**

Prime contractors engaging subcontractors must submit the *Subcontractor Utilization and Payment Report* to the City Department's Fiscal Agent with every invoice and with request for final payment. This form is not submitted as a part of the initial bid package.

For contracts with duration of less than 3 months, this form must be submitted along with the contractor's request for final payment. The form must include all subcontractors utilized on the contract, both MBE/WBE and non- MBE/WBE, the total amount paid to each subcontractor for the given period and to date. During the term of the contract, any unjustified failure to comply with the MBE/WBE participation requirements is a material breach of contract.

**Questions?**

For more information or for assistance with MBE/WBE Forms, contact the City of Providence MBE/WBE Outreach Director, Grace Diaz, at [mbe-wbe@providenceri.com](mailto:mbe-wbe@providenceri.com) or (401) 680-5766.



BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND

**MBE/WBE PARTICIPATION AFFIDAVIT**

Item Discussion (as seen on RFP):

Prime Bidder: E.W. Burman, Inc  
Prime Bidder (Company) Phone Number: 401.738.5400  
Prime Bidder (Company) Zip Code: 02888

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island? MBE WBE X Neither MBE nor WBE

By initialing the following sections and signing the bottom of this document in my capacity as the contractor or an authorized representative of contractor, I make this Affidavit:

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 *et seq.* of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value.  
The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value.  
The goal for combined MBE/WBE participation is 20% of the total bid value.

I acknowledge the City of Providence's goals of supporting MBE/WBE certified businesses. Initial EB  
If awarded the contract, I understand that my company must submit to the Minority and Women's Business Coordinator at the City of Providence (MBE/WBE Office), copies of all executed agreements with the subcontractor(s) being utilized to achieve the participation goals and other requirements of the RI General Laws. I understand that these documents must be submitted prior to the issuance of a notice to proceed. Initial EB

I understand that, if awarded the contract, my firm must submit to the MBE/WBE Office canceled checks and reports required by the MBE/WBE Office on a quarterly basis verifying payments to the subcontractors(s) utilized on the contract. Initial EB

If I am awarded this contract and find that I am unable to utilize the subcontractor(s) identified in my Statement of Intent, I understand that I must substitute another certified MBE and WBE firm(s) to meet the participation goals. I understand that I may not make a substitution until I have obtained the written approval of the MBE/WBE Office. Initial EB

If awarded this contract, I understand that authorized representatives of the City of Providence may examine the books, records and files of my firm from time to time, to the extent that such material is relevant to a determination of whether my firm is complying with the City's MBE/WBE participation requirements. Initial EB

I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

Signature of Bidder

E.W. Burman, Inc  
Company Name

Edward W. Burman, Jr. President  
Printed Name

06.10.2019  
Date





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SUBCONTRACTOR DISCLOSURE FORM

Fill out this form only if you WILL SUBCONTRACT with other parties. If you will not subcontract any portion of the proposed bid, do not fill out this form.

Prime Bidder: E.W. Burman, Inc Primary NAICS Code: 236220

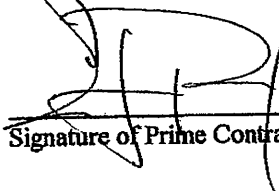
Item Description (as seen on RFP):

Roger Williams Park Zoo Veterinary Hospital w

Please list all Subcontractors below. Include the total dollar value that you propose to share with each subcontractor and the dollar amount to be subcontracted. Please check off MBE and WBE where applicable. The directory of all state-certified MBE/WBE firms is located at [www.mbe.ri.gov](http://www.mbe.ri.gov). Business NAICS codes can be found at <https://www.naics.com/search/>

Proposed Subcontractor	MBE	WBE	Primary NAICS Code	Date of Mobilization	\$ Value of Subcontract
MT. HOPE BUILDERS	X				\$ 70,000. <sup>00</sup>
COMPLIDO CONTRACTING	X				\$ 41,000. <sup>00</sup>
MELANIE ALDRICH + SONS		X			\$ 95,000. <sup>00</sup>
					\$
					\$
					\$
A. MBE SUBCONTRACTED AMOUNT:					\$ 111,000. <sup>00</sup>
B. WBE SUBCONTRACTED AMOUNT:					\$ 95,000. <sup>00</sup>
C. NON MBE WBE SUBCONTRACTED AMOUNT:					\$ 478,583. <sup>00</sup>
D. DOLLAR AMOUNT OF WORK DONE BY THE PRIME CONTRACTOR:					\$ 318,417. <sup>00</sup>
E. TOTAL AMOUNT OF BID (SUM OF A, B, & C):					\$ 1,003,000. <sup>00</sup>
F. PERCENTAGE OF BID SUBCONTRACTED TO MBEs AND WBEs. (Divide A by D and multiply result by 100).					21 %

Please read and initial the following statement acknowledging you understand. If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F) and the prime contractor is NOT a Rhode Island State-certified MBE or WBE, you must fill out the MBE/WBE WAIVER REQUEST FORM for consideration by City of Providence MBE/WBE Outreach Director. Initial \_\_\_\_\_

  
Signature of Prime Contractor

Edward W. Burman Jr. President

Printed Name

6.10.19

Date Signed





**BOARD OF CONTRACT AND SUPPLY  
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**SUPPLEMENTAL INFORMATION**

If the issuing department for this RFP determines that your firm's bid is best suited to accommodate their need, you will be asked to provide proof of the following prior to formalizing an award.

An inability to provide the outlined items at the request of the department may lead to the disqualification of your bid.

*This information is **NOT** requested to be provided in your initial bid that you will submit to the City Clerk's office by the "date to be opened" noted on page 1. This list only serves as a list of items that your firm should be ready to provide on request.*

**All bids submitted to the City Clerk become public record.** Failure to follow instructions could result in information considered private being posted to the city's Open Meetings Portal and made available as a public record.

**You must be able to provide:**

- Business Tax ID will be requested after an award is approved by the Board of Contract and Supply.
- Proof of Insurance – See General Conditions for coverage limits
- Project schedule that reflects the Zoo's requirement that the building should be weathered in within five (5) months of project award and completed within ten (10) months of project award.
- Schedule of Values
- List of Subcontractors and Vendors



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**BID FORM 3: Supplemental Bid Form**

To whom it may concern:

1. The undersigned, having familiarized (himself) (themselves) (itself) with the **ROGER WILLIAMS PARK ZOO VETERINARY HOSPITAL QUARANTINE BUILDING** bid affecting the cost of work, and with the Contract Documents (which includes the Invitation for Bids, Instructions to Bidders, Form of Bid Bond, Form of Agreements, form of Non-Collusive Affidavit, Addenda (if any), Drawings, Technical Specification, Form of Surety Bond(s); as prepared by the Providence Parks Department, and on file in the office of the City Clerk 3<sup>rd</sup> Floor, City Hall, Providence, RI 02903, hereby proposes to furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and services including utility and transportation services, and to perform such other required work for the **ROGER WILLIAMS PARK ZOO VETERINARY HOSPITAL QUARANTINE BUILDING** and such other required and incidental work, complete, all in accordance with the above listed documents and for the unit prices for work in-place for the following items and quantities.

2. In submitting this Bid, the bidder understands that the right is reserved by The Providence Parks Department to reject any and all Bids, If written notice of acceptance of this Bid is mailed, telegraphed or delivered to the undersigned within (90) days after the opening thereof, or at any time thereafter before this Bid is withdrawn, the undersigned agrees to execute and deliver an Agreement in the prescribed form and furnish the required bond within (10) days after the Agreement is presented to him/her for signature.

Herewith in accordance with the instructions to Bidders.

3. Attached hereto is an affidavit in proof that the undersigned has not colluded with any person in respect to this Bid or any bids for the Contractor for which this Bid is submitted. Also attached is a Statement of Bidder's Qualifications.

4. Application unit prices are contained in the Agreement (established as the result of either a Unit Price Bid or a Supplemental Schedule of Unit Prices), the City of Providence may order the Contractor to proceed with desired changes in the work, the value of such changes to be determined by the measured quantities involved and the application unit prices specified in the Contract.

5. The City of Providence reserves the right to determine the lowest responsible Bidder based on past experience with the City and/or recommendations by City and/or state agencies with an interest in this procurement. The City reserves the right to award the project to the appropriate bidder in the best interest of the City of Providence.

**CERTIFICATION OF NON-SEGREGATED FACILITIES**

The Bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregation facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity Clause in any contract resulting from acceptance of this Bid. As used in this certification, term "segregation facilities" means any waiting rooms, work rooms, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employee which are segregated by explicit directive or are in fact segregated on basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where he/she has obtained identical certification from proposed



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subcontractors for specific time periods) he/she will obtain identical certification from proposed subcontractor prior to the award of subcontracts exceeding \$10,000.00 which are not exempt from provisions of the Equal Opportunity Clause, and that he/she will retain such certifications in his/her files.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. & 1001.

DATE 06.10.2019, 20  

Name of Bidder and Official Address:

E.W. Burman, Inc

33 Vermont Ave  
Warwick, RI 02888

E-Mail: ewburmanjr@ewburman.com

Name of Authorized Representative (Contact):

Edward W. Burman, Jr.

By (Signature)

Title President

Phone: 401.738.5400

Bidder shall indicate, in space provided,  
the earliest possible Project Start-up Date: July, 20   19

ADDENDA: The undersigned acknowledges receipt of the following Addenda, if any, and has included the provisions thereof in this Bid (If Any):

Addendum No.	Date	Addendum No.	Date
<u>1</u>	<u>6/04</u> , 20 <u>  </u> 19	<u>3</u>	<u>6/04</u> , 20 <u>  </u> 19
<u>2</u>	<u>6/04</u> , 20 <u>  </u> 19	<u>4</u>	<u>6/05</u> , 20 <u>  </u> 19
		<u>5</u>	<u>6/07/2019</u>

Sub-Contractors (If Any):

Name: <u>MT. HOPE BUILDERS</u>	Scope of Work: <u>CONCRETE</u>	<u>MBE</u> / WBE
Name: <u>COMPUDD CONTRACTING</u>	Scope of Work: <u>PAINTING</u>	<u>MBE</u> / WBE
Name: <u>MELANIE ALDRICH + SONS</u>	Scope of Work: <u>PLUMBING</u>	<u>MBE</u> / <u>WBE</u>



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SUPPLEMENTAL BID FORM

ROGER WILLIAMS PARK ZOO VETERINARY HOSPITAL QUARANTINE BUILDING

**BASE BID:** Work includes, but not limited to all work associated with the new Roger Williams Park Zoo Veterinary Hospital Quarantine Building, related utility work as shown in the architectural drawings, and site civil drawings.

In addition to stating the Total Base Bid, the bidder shall state Unit Prices for related work listed under each bid item which represents the work items included in the Total Base Bid. The Unit Prices are quoted for computing adjustments to the Base Bid prior to Contract award, as well as during the course of construction, based upon extra work ordered by the City or for work countermanded, reduced or omitted by the City in order to stay within the Project budget.

Base Bid Items and Unit prices are to be Completed prices to be added or deducted on the basis of quantities of work involved, for each item in place in the unit indicated.

**BASE BID:** Work includes, but not limited to all work associated with the new Roger Williams Park Zoo Veterinary Hospital Quarantine Building, related utility work as shown in the architectural drawings and site civil drawings.

All Work Included in this Project Shall be Completed for the lump sum of:

\_\_\_\_\_ Dollars  
*ONE MILLION THREE THOUSAND*  
(\$ *1,003,000* ), TOTAL BASE BID

ALTERNATES:

1. No Alternates

\_\_\_\_\_ LS \$ \_\_\_\_\_  
*price in writing*

BIDDER: *E. D. Berman*



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**UNIT PRICES:**

**2. No Unit Pricing**

\_\_\_\_\_ EA \$ \_\_\_\_\_  
*price in writing*

*Please note that the list above is not intended to include all items required to complete the base bid scope of work but can and shall be used to adjust the contract prior to or after award – in the best interest of the City of Providence.*

BIDDER: F. J. Burman Inc.

**BID DOCUMENTS:**

The complete set of Bid Documents consists of the Bid Form, Technical Specifications, Minority Participation Forms, and the following Drawings:

**DRAWINGS:**

- Reference the following drawings:
  - Architectural Drawings – A200, A300, A400, A401, A402, A600, A700, S100, S200, S300
  - Mechanical, Electrical and Plumbing – H-001, H200, H201, H300, H301, E-001, E-100, E101, P001, and P100
  - Bid Plan Revision Date May 2, 2019

**TECHNICAL SPECIFICATION:**

- Roger Williams Park Zoo Veterinary Hospital Quarantine Building Noted Bid Set.

**ADDITIONAL INFORMATION REQUIRED WITH BID:**

- Qualifications to Perform Work – See Form Below for Information Required
- Minority Participation Forms – 10% MBE / 10 % WBE Goal on this Project
- Addenda (If Any) - Must Be Acknowledged on Bid Form
- Product Information for Items Submitted as 'Or Equal' to Specified Materials

**PROVISIONS OF THIS PROJECT:**

- Upon the Issuance of the Award from the Board of Contract – the City shall issue a Contract to be executed by the City and the vendor incorporating the bid specifications. All Provisions of the Specifications are binding.



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- Any Permits Required by the City of Providence and/or State of Rhode Island Shall be Obtained by the Vendor – Permit Fees by the City of Providence Shall be Waived – the State ADA Fee Must be Paid
- The Davis Bacon Act Applies (HUD Projects) – Prevailing Wages Must Be Paid for On Site Hours – On-Site Interviews will be Conducted During the Project – Employees Shall be Advised of the Prevailing Wage Rates Prior to Mobilization on Site
- Certified payrolls Must be Submitted with Pay Requests Including Monthly Utilizations Form
- Performance and Payment Bonds (If Required) Must be Submitted within 10 Days of Award or Bid Bond Will be Forfeited
- An Insurance Certificate Shall be Submitted to the City Within 10 Days of Award
- A Copy of the Vendors Contractor's License Must be Submitted within 10 Days of Award
- All On-Site Personnel Shall be Licensed (If Required) and Shall have Proof of All Licenses Required by the State of Rhode Island to Perform the Work Required
- Pay Requests Must be Submitted on Approved AIA Billing Documents (City will Provide if Needed)
- All Subcontractors Shall be Listed on the Bid Form – All Insurance & Payroll Requirements Apply
  - General Contractor Shall be the Insurance Certificate Holder and the City Shall be Named as 'Additionally Insured' with Respect to Liability Insurance
- A Submittal Log Must be Submitted within 10 Days of Award

**CLOSE OUT DOCUMENTS:**

- Prior to Final Payment the Vendor Shall Provide the Following:
  - Copies of Permits Signed off and Approved (If Any)
  - Operating Manuals and Warranties Shall Be Transferred and/or Delivered
  - Full and Completed As-Built Drawings Shall be Submitted for Approval
  - Training Shall be Provided to City Personnel (If Required)
  - Certification by Manufactures Representative (If Required)
- The above should be submitted in hard copy (3 sets) along with one electronic copy.

**QUALIFICATIONS:**

Qualifications will be evaluated on the basis of similar project experience for:

- a. Completion of at least 3 similar projects within the past five years.
- b. Size and dollar value of similar completed projects.
- c. Contractor's performance with similar projects. (references will be checked)
- d. Relevant experience of individuals assigned to the project.

Questions regarding this bid package shall be submitted via e-mail to **Patti Jordan** at [pjordan@providenceri.gov](mailto:pjordan@providenceri.gov) and **Ron Patalano** at [Rpatalano@rwpzoo.org](mailto:Rpatalano@rwpzoo.org), no later than Ten(10) working days before the bid opening date.

**Ron Patalano** is the project contact and can be reached at 401-785-3510 x315.



<b>Michael Bromage (Bonding)</b> Vice President Cormack-Routhier Agency, Inc.	944-9400
<b>Cornelis J. deBoer, AIA</b> Principal Haynes/deBoer Associates	274-1555
<b>Ralph P. Dupont, Esquire</b> Dupont and Radlauer, LLP	860-447-0098
<b>Glenn R. Gardiner, AIA</b> Principal Northeast Collaborative Architects	846-9583
<b>Thomas P.I. Goddard</b> Vice President Brown & Ives Land Company	421-7382
<b>John R. Gowell, Jr., Esquire</b> Chairman East Greenwich Public Schools Facility Committee	831-8340
<b>Neil R. Greenspan, MD</b> Gastroenterology Associates, Inc	274-4800
<b>Russell Hahn (Financial)</b> Senior Vice President Washington Trust Bank	295-4700 x 7101
<b>John H. Howland</b> Chairman Bradford Soap Works, Inc.	381-6206
<b>Jason E. Kelly</b> Executive Vice President Moran Shipping Agencies	941-7200
<b>William L. Kite, FAIA</b> William Kite Architects	272-0240
<b>John L. Marshall, III</b> President Marshall Properties	725-9370
<b>Paul D. Mullen</b> Project Manager Rhode Island School of Design	454-6189
<b>Martha Werenfels, AIA</b> Durkee, Brown, Viveiros and Werenfels	831-1240
<b>Stanley Weiss</b> Hotel Providence	272-3200

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

MT# 24496

**DATE:** June 10, 2019

**TO:** Purchasing Director

**SUBJECT:** ROGER WILLIAMS PARK ZOO VETERINARY  
HOSPITAL QUARANTINE BUILDING – DEPARTMENT  
OF PARKS.

**CONSIDERED BY:** Board of Contract and Supply

**DISPOSITION:** VOTED: that all bids be referred to the Purchasing  
Director for tabulation.

E.W. Burman, Inc.  
Maron Construction Co., Inc.  
Pariseault Builders  
JG Edwards Construction Co., Inc.  
JJ Cardosi Inc  
Marino Construction LLC

cc: Pur. Dir.  
File

*Shawn Selleck*

City Clerk