



# RI Purchase Agreement Amendment Report

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
 ONE CAPITOL HILL  
 PROVIDENCE RI 02908

YOUTH PRIDE INC  
 743 WESTMINISTER ST  
 PROVIDENCE, RI 02903  
 United States

Amendment Date: 01-JUL-15  
 Original Award Date: 20-JUN-12  
 Buyer: G Walsh  
 Phone #:  
 FOB: Destination  
 Terms: NET 30  
 Vendor # 3506

<b>S H I P T O</b>	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States	Change Order Number 1 Award Number <b>3281501</b> Effective Period 01-JUL-12 - 30-JUN-16	<b>I N V O I C E</b>	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States
	TECHNICAL ASSISTANCE AND SUPPORT SERVICES - RIDE (MPA-210)			

Description			Bid Number	Change Order Req#	
TECHNICAL ASSISTANCE AND SUPPORT SERVICES - RIDE (MPA-210)				RIDE15NMC-0057	
Line #	Code	Class-Item	Quantity	Unit	Unit Price
		CHANGE TO PO 3281501  CHANGE EFFECTIVE PERIOD: FROM: 7/1/12 - 6/30/15 TO: 7/1/12 - 6/30/16			

**STATE PURCHASING AGENT**  
  
 Nancy R. McIntyre



# Notice of Blanket Purchase Agreement

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
 ONE CAPITOL HILL  
 PROVIDENCE RI 02908

YOUTH PRIDE INC  
 743 WESTMINISTER ST  
 PROVIDENCE, RI 02903  
 United States

TECHNICAL ASSISTANCE AND SUPPORT  
 SERVICES - RIDE (MPA #210)

**Award  
 Number**  
 3281501

**Effective Period:**  
 01-JUL-12 - 30-JUN-15

S H I P T O	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States	<b>Date:</b> 20-JUN-12 <b>Buyer:</b> G Walsh <b>Shipping:</b> Paid <b>Terms:</b> NET 30 <b>Vendor #</b> 3506	I N V O I C E	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States

Department	Type of Requisition	Bid Number	Requisition Number	
	MPA-210	7449122 N/A	1245204	
Line	Item	Item Description	Unit	Unit Price

		7/1/12 - 6/30/15 MASTER PRICE AGREEMENT #210 WITH AN OPTION TO RENEW FOR UP TO TWELVE (12) MONTHS.  TECHNICAL ASSISTANCE AND SUPPORT SERVICES - RI DEPT. OF EDUCATION, IN ACCORDANCE WITH THE PROVISIONS OF RFP #7449122; THE 11/10/11 PROPOSAL SUBMITTED BY YOUTH PRIDE, INC; AND THE STATE OF RHODE ISLAND'S GENERAL CONDITIONS OF PURCHASE.  AT THE TIME THAT A PROJECT IS AWARDED, SUPPLIER WILL BE REQUESTED TO FURNISH WITHIN TEN (10) DAYS THE FOLLOWING DOCUMENTS:  1. SIGNED AGREEMENT BETWEEN SUPPLIER AND THE RI DEPT. OF EDUCATION 2. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE 3. MINORITY BUSINESS ENTERPRISE COMPLIANCE OR WAIVER 4. CERTIFICATE OF INSURANCE.  PRICING QUOTED HEREIN IS MAXIMUM PRICING FOR THE TERM OF THE CONTRACT AND MAY BE NEGOTIATED DOWNWARD AT THE TIME A PROJECT IS AWARDED.		
1		MPA-210 - 7/1/12-6/30/13 - EXECUTIVE DIRECTOR - SALARY & FRINGE BENEFITS	Hour	31.75
2		MPA-210 - 7/1/12-6/30/13 - DIRECT SERVICES COORDINATOR - SALARY &	Hour	23.36

**STATE PURCHASING AGENT**

*Lorraine A. Hynes*

Lorraine A. Hynes

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.



# Notice of Blanket Purchase Agreement

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
ONE CAPITOL HILL  
PROVIDENCE RI 02908

YOUTH PRIDE INC  
743 WESTMINSTER ST  
PROVIDENCE, RI 02903  
United States

TECHNICAL ASSISTANCE AND SUPPORT  
SERVICES - RIDE (MPA #210)

Award  
Number  
3281501

Effective Period:  
01-JUL-12 - 30-JUN-15

S H I P P I N G T O	MASTER PRICE AGREEMENT. SEE BELOW RELEASE AGAINST,RI MPA United States	Date: 20-JUN-12 Buyer: G Walsh Shipping: Paid Terms: NET 30 Vendor #: 3506	I N V O I C E	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST,RI MPA United States

Department		Type of Requisition	Bid Number	Requisition Number
			N/A	
Line	Item	Item Description	Unit	Unit Price

		FRINGE BENEFITS		
3		MPA-210 - 7/1/12-6/30/13 - GSA & PROGRAMMING COORDINATOR - SALARY & FRINGE BENEFITS	Hour	19.47
4		MPA-210 - 7/1/12-6/30/13 - PRINTING	Each	1
5		MPA-210 - 7/1/12-6/30/13 - OFFICE SUPPLIES	Each	1
6		MPA-210 - 7/1/12-6/30/13 - EDUCATIONAL MATERIALS	Each	1
7		MPA-210 - 7/1/13-6/30/14 - EXECUTIVE DIRECTOR - SALARY & FRINGE BENEFITS	Hour	33.97
8		MPA-210 - 7/1/13-6/30/14 - DIRECT SERVICES COORDINATOR - SALARY & FRINGE BENEFITS	Hour	24.99
9		MPA-210 - 7/1/13-6/30/14 - GSA & PROGRAMMING COORDINATOR - SALARY & FRINGE BENEFITS	Hour	20.84
10		MPA-210 - 7/1/13-6/30/14 - PRINTING	Each	1
11		MPA-210 - 7/1/13-6/30/14 - OFFICE SUPPLIES	Each	1
12		MPA-210 - 7/1/13-6/30/14 - EDUCATIONAL MATERIALS	Each	1
13		MPA-210 - 7/1/14-6/30/15 - EXECUTIVE DIRECTOR - SALARY & FRINGE BENEFITS	Hour	36.35
14		MPA-210 - 7/1/14-6/30/15 - DIRECT SERVICES COORDINATOR - SALARY & FRINGE BENEFITS	Hour	26.74
15		MPA-210 - 7/1/14-6/30/15 - GSA & PROGRAMMING COORDINATOR - SALARY & FRINGE BENEFITS	Hour	22.3
16		MPA-210 - 7/1/14-6/30/15 - PRINTING	Each	1
17		MPA-210 - 7/1/14-6/30/15 - OFFICE SUPPLIES	Each	1
18		MPA-210 - 7/1/14-6/30/15 - EDUCATIONAL MATERIALS	Each	1
19		MPA-210 - 7/1/15-6/30/16 - EXECUTIVE DIRECTOR - SALARY & FRINGE	Hour	38.89

STATE PURCHASING AGENT

Lorraine A. Hynes

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.



# Notice of Blanket Purchase Agreement

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
ONE CAPITOL HILL  
PROVIDENCE RI 02908

YOUTH PRIDE INC  
743 WESTMINISTER ST  
PROVIDENCE, RI 02903  
United States

TECHNICAL ASSISTANCE AND SUPPORT  
SERVICES - RIDE (MPA #210)

Award  
Number  
3281501

Effective Period:  
01-JUL-12 - 30-JUN-15

S H I P P I N G	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States	Date: 20-JUN-12 Buyer: G Walsh Shipping: Paid Terms: NET 30 Vendor #: 3506	I N V O I C E	MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST, RI MPA United States

Department		Type of Requisition	Bid Number	Requisition Number
			N/A	
Line	Item	Item Description	Unit	Unit Price

		BENEFITS		
20		MPA-210 - 7/1/15-6/30/16 - DIRECT SERVICES COORDINATOR - SALARY & FRINGE BENEFITS	Hour	28.61
21		MPA-210 - 7/1/15-6/30/16 - GSA & PROGRAMMING COORDINATOR - SALARY & FRINGE BENEFITS	Hour	23.86
22		MPA-210 - 7/1/15-6/30/16 - PRINTING	Each	1
23		MPA-210 - 7/1/15-6/30/16 - OFFICE SUPPLIES	Each	1
24		MPA-210 - 7/1/15-6/30/16 - EDUCATIONAL MATERIALS		
		AGENCY CONTACT: KRISTEN COLE - (401) 222-4681	Each	1
		SUPPLIER CONTACT: KERRI KANELOS - (401) 421-5626 FAX # (401) 274-1990		

STATE PURCHASING AGENT

Lorraine A. Hynes

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

RFP #7449122 Application for RIDE Technical Assistance Support Services Grant

Youth Pride, Inc.

171 Chestnut Street

Providence, RI 02903

(401) 421-5626

[youthprideri.org](http://youthprideri.org)

Kerri Kanelos, Executive Director

[kerri@youthprideri.org](mailto:kerri@youthprideri.org)

## **Organizational Capacity**

Youth Pride Inc. (YPI) is the only safe drop-in space in Rhode Island dedicated exclusively to meeting the needs of young people impacted by their sexual orientation and/or gender identity/expression. YPI's mission is to provide the services and opportunities necessary for lesbian, gay, bisexual, transgender, queer and questioning (LGBTQQ) youth and young adults to live full, healthy lives. YPI also works to eliminate bias and bigotry directed toward LGBTQQ youth through educational presentations and trainings that help create systems change and empower young people to advocate for change within the communities in which they live. We have a rich history of building meaningful community partnerships, and are identified and sought out as content experts in youth development and LGBTQQ youth concerns.

YPI started as a support group based in the YWCA of Greater Rhode Island in Central Falls in December 1992. In order to meet the rapidly growing need, YPI moved to Providence and received its tax-exempt status as a not-for-profit organization in 1994.

This proposal is being submitted to offer the skills and knowledge of Youth Pride, Inc. and its employees via technical assistance and support services to the Department of Education. We hope to be placed on the qualified vendor list again.

The Rhode Island Department of Education must coordinate, oversee and guide all efforts to ensure that all children can learn and that all schools can be safe and healthy places for learning. Youth Pride Inc. and RIDE share the goals of ensuring that learning gaps are closed, student skills increased and graduation rates improved. YPI also understands the challenges of meeting increasing mandates regarding student achievement and managing limited resources while demanding and supporting educator excellence.

Youth Pride Inc. recognizes that education policy and regulations must continually be updated to reflect the realities experienced by an increasingly diverse student population, and to provide adequate guidance to those creating learning environments, curricula and extra-curricular opportunities for Rhode Island's youth. Specifically, we are aware that an improving understanding of social, emotional and educational experiences of LGBTQQ students and inclusive civil rights protections result in additional training needs for education professionals, and the need to ensure that school-based protections are inclusive and adequately disseminated to all members of the school community.

To address LGBTQQ student experiences, educator needs and provide progressive policy advisement, Youth Pride Inc. stays abreast of national trends, legal developments and the evolution of systems-level policies. Although the numbers have improved slightly since the first serious, comprehensive surveys of the late 1980s, the following statistics bear stark evidence of harsh realities:

According to the 2009 Youth Risk Behavior Survey administered to high school students by RIDE and the Rhode Island Department of Health, one in ten youth identify as gay, lesbian, bisexual or unsure. These young people are more likely than their heterosexual peers to engage in 25 out of the 30 behaviors asked about on the survey. YRBS data indicates that lesbian, gay, bisexual and unsure youth are:

- almost four times more likely to attempt suicide
- almost twice as likely to be hit, slapped or hurt by a girlfriend or boyfriend
- almost three times more likely to have forced sexual intercourse, and
- almost three times more likely to miss school because they don't feel safe

Additionally, the Gay, Lesbian, and Straight Education Network (GLSEN) 2009 National School Climate Survey indicates that in schools nationally:

- 84.6% of LGBT youth are verbally harassed
- 40.1% of LGBT youth are physically harassed
- 18.8% of LGBT youth are physically assaulted, and
- 61.1% of LGBT youth feel unsafe at school

LGBTQQ youth often find violence, threats of violence, and harassment to be common elements in their lives. Unfortunately, homophobia remains a largely acceptable form of prejudice. A young man who appears effeminate and is perceived to be gay or a young woman who appears masculine and is perceived to be a lesbian will likely experience some kind of victimization in their youth and young adulthood. Transgender individuals are often more victimized than lesbian and gay individuals, likely due to lack of understanding and a pervasive attitude of intolerance to those who are different.

To prevent and remedy these realities, YPI provides concrete and relevant professional development regarding recognized best practices with LGBTQQ students, as well as assesses and helps to develop related policy. The skills and content expertise that Youth Pride Inc. offers are well aligned with the needs of various projects within RIDE.

YPI provides anti-bias as well as social and support programs. Anti-bias programs include:

Gay/Straight Alliance (GSA) Network Coordination: YPI maintains a network of communication with approximately 45 GSAs in high schools and colleges throughout Rhode Island. YPI provides these groups with technical assistance and training so that they can build, maintain and sustain their clubs and thus impact social change efforts in their schools and communities. Each year, YPI hosts a daylong planning conference for

GSA that offers a variety of skills building workshops. YPI also works closely with the National Association of GSA Networks (NAGN) based in San Francisco, CA.

OUTspoken: OUTspoken is a community education program that provides youth with public speaking and leadership skills so that they may accompany YPI staff to lead workshops and training programs in a variety of venues that discuss the impact of homophobia, transphobia and heterosexism. OUTspoken trainings, including various topics about LGBTQQ issues and youth development, have been presented at local schools, colleges and universities, health fairs, community organizations, and businesses.

Advocacy and Activism: YPI encourages young people and provides them with the tools to organize around the issues that are important to them. YPI youth are exposed to the legislative process and are united with other local groups to work together to create change.

Social and support programs include:

Drop-In Center: YPI's drop-in center is open to young people six days (47 hours) per week. The space provides a safe haven where young people can take part in social programs as well as receive mental health services, case management, and other programming.

One-on-One Counseling: YPI provides professional clinical psychological services to young people in need. YPI's clinicians assess youth for depression, suicidality, substance abuse and other mental health issues. Clinicians provide young clients with treatment plans and goals, and work with them accordingly to ensure their progress. When necessary, clinicians refer youth for specialty services outside YPI.

Group Support: YPI offers two different support groups designed to meet the needs of specific sub-groups of youth who participate in YPI activities. They include: The Way Out, a peer-led support group monitored by YPI staff, and Trans Spectrum—a support group for young people addressing their gender identity and/or expression.

HIV Prevention Program: YPI uses the MPowerment Project curriculum, a sex-positive community-building approach to sex education, to offer peer-to-peer HIV Prevention training to LGBTQQ youth.

Food Pantry: Through funding and support from the Rhode Island Community Food Bank, the City of Providence, and other partners, YPI hosts a small food pantry for local community members and the youth that we serve.

Case Management: Through case management, YPI staff are able to link young people with the resources they need in a variety of areas including victim services, access to health and mental health care, housing, legal services, and educational services. YPI maintains active case files for all youth that require any type of service or assistance.

Special Programs: YPI offers special programming in a variety of areas including the arts, self-defense, college preparation, homework help, work readiness, nutrition and wellness, and crafts.

YPI offers opportunities for LGBTQQ youth to explore identity, family, leadership and community in a safe, respectful and affirming environment. For most participants, their experience with YPI is the first in which they can talk, listen and support one another. Their stories are compelling and profound, joyful and sad. Connections at YPI make the isolation less stifling, the celebrations more exuberant, the hurt less deep, the friendships lasting. In short, YPI offers LGBTQQ youth (often stigmatized, ignored and marginalized) a place where they can dare to be themselves.

In 2010, over 520 young people took part in YPI's programs and activities including visiting the drop-in center and attending activity nights, anti-bias programs, and leadership development opportunities. YPI staff presented a variety of trainings about gender, sexual orientation, and youth development at 111 different venues/events to a total audience of 2,783 people. 1,200 families, including many YPI youth, accessed our food pantry.

YPI's drop-in center operating budget for 2011 is \$354,768.00. Sources of funding to date include:

- Episcopal Charities - \$1,500.00
- RI Emergency Food and Shelter Board - \$1,873.00
- RI Community Food Bank - \$7,000.00
- City of Providence (CDBG) - \$5,500.00
- Victim of Crimes Act (VOCA) – \$43,628.00
- Fund for Community Progress – \$5,000.00
- New Roots - \$14,000.00
- Rhode Island Student Assistant Services - \$2,500.00
- Hasbro Children's Fund - \$3,000.00
- RI Department of Education – \$23,500.00
- RI Department of Health - \$80,000.00

YPI also has a contract with RI DCYF for funding for trainings and one-on-one counseling and group support; annual amounts vary. Additional funds are raised through direct mail, donors, and special events.

### **Relevant Experience and Expertise/Staff Qualifications**

A Board of Directors, to whom the Executive Director reports, governs Youth Pride Inc. The Board of Directors is currently composed of 13 community representatives, including two youth members. The staff consists of four full-time and one part-time employee, with many years of combined experience in youth development, training and program delivery.

YPI is uniquely positioned as a content expert and community partner to flexibly respond to a variety of requests for consultation and technical assistance in support of the delivery of high-quality education. We have knowledge of and familiarity with education practices and policies in Rhode Island. Additionally, YPI has demonstrated capacity to engage and mobilize a broad range of community stakeholders and gatekeepers to respond to and support policy and training initiatives. As a consultant and community partner, YPI has a track record of exceeding RIDE expectations, completing tasks and delivering products on time and within budget.

For over 15 years, Youth Pride Inc. has been providing substantive technical assistance, policy advisement, consultation, and training services to the Rhode Island Departments of Health, Education and Children, Youth and Families. YPI has assisted in the development and promulgation of policies and regulations pertaining to civil rights, standards of care, health and education standards, non-discrimination/harassment/bullying policies, client rights, complaint resolution, curriculum development and contract language.

Two recent examples of Youth Pride Inc.'s ability to provide quality work for the Rhode Island Department of Education include the Task Force for LGBTQ Youth and our OUTspoken trainings.

YPI has the pleasure of collaborating with RIDE and other State Departments to convene the Rhode Island Task Force for LGBTQ Youth. Over the years, the Task Force has compiled reports about LGBTQ youth and recommendations for best practice. The reports also contain policy and data collection recommendations in five areas—education, child welfare, mental health, health and human services and data. There are twenty (20) recommendations specific to education systems and settings ranging from training to policy change to updating data collection tools and systems, with another eight (8) cross-systems recommendations.

Through our OUTspoken training series, established as a result of Task Force work conducted in the 1990s, YPI has trained thousands of education professionals and community providers. These professional development workshops increase cultural competence of staff, improving school climates. YPI just completed building an online curriculum on LGBTQ youth for RIDE health educators and other teachers. The online curriculum will be launched through Thrive in January 2012; it represents the first time that YPI's content expertise will be used for a formal online course. Staff look forward to providing similar online learning opportunities in the future.

Based on the information contained in the RFP, YPI staff believe that they have the expertise, capacity, and interest in providing services to RIDE in the following areas:

Division of Accelerating School Performance

Office of Student, Community & Academic Supports

- *Facilitation of task force, strategic planning, or advisory group activities*  
Continue convening the Rhode Island Task Force for LGBTQ Youth
- *Research design and implementation*
- *Evaluation design and implementation*
- *Curriculum development*

Provide curriculum development expertise in topics including youth development, media literacy, LGBTQQ history, positive LGBTQQ role models, anti-bullying, LGBTQQ youth, etc.

- *Out-of-school time programs*

Offering support and experience in creating, funding, and providing quality out-of-school time programs for diverse populations of older youth (ages 13 and up)

#### Division of Accelerating School Performance

##### Office of Multiple Pathways

- *Professional development providers*

Expand OUTspoken offerings to more diverse topics around youth development, LGBTQQ issues and bullying/creating safe schools; expand training to more educators, perhaps including other online courses

- *Development of guidance documents*

Provide support and expertise around LGBTQQ-inclusive language

#### Division of Educator Excellence and Instructional Effectiveness

##### Office of Instruction, Assessment, and Curriculum

- *Working with educators and community members to develop curriculum*

Provide curriculum development expertise in topics including youth development, media literacy, LGBTQQ history, positive LGBTQQ role models, anti-bullying, LGBTQQ youth, etc.

- *Implementing standards-based instructional programs*

#### Division of Accountability and Quality Assurance

##### Offices of Data Analysis; Legal; and Transformation

- *Serving as a keynote speaker on school improvement and family engagement topics*
- *Professional development, technical assistance, and conference opportunities for school personnel, community based organizations, families, and others to support selected projects and initiatives*

Expand OUTspoken offerings to more diverse topics around youth development, LGBTQQ issues and bullying/creating safe schools; expand training to more school personnel, community based organizations, families, etc.

YPI staff are qualified professionals (see attached résumés).

Kerri Kanelos is the Executive Director of YPI and has more than six years of experience in not-for-profit management. She holds a Masters Degree from Simmons College in Gender/Cultural Studies, where her work focused on queer theory, gender theory, and popular culture. Her areas of expertise include youth empowerment and leadership development, workforce development, media literacy, team building and organizational development. Among Kerri's organizational responsibilities are staff development, program development and oversight, fundraising and grant writing, fiscal management, grant writing and administration, professional development training and public relations.

Elana Rosenberg is YPI's Programming & GSA Network Coordinator. She is a graduate of Smith College and Miami University of Ohio, with a Masters Degree in College Student Personnel, and brings much youth organizing experience to her position. She coordinates all gay/straight alliance technical assistance activities, all of YPI's in-house programming, provides case management and facilitates group support for young people.

Jayeson Watts is YPI's Direct Services Coordinator. He holds a Masters Degree in Social Work from Rhode Island College and is responsible for case management supervision, data collection, and group support supervision.

**BUDGET DETAIL SHEET  
FISCAL YEAR 2013**

**SALARY DETAIL**

NAME	POSITION TITLE	HOURLY RATE \$
Kerri Kanabus	Executive Director	31.75
Jaye Watts	Direct Services Coord.	23.36
Elana Rosenberg	GSA + Programming Coord.	19.47
<b>TOTAL REQUEST</b>		

**FRINGE BENEFIT DETAIL (If not included in hourly rate)**

NAME	POSITION TITLE	PERCENTAGE of APPLIED FRINGE BENEFIT
<b>TOTAL REQUEST</b>		

**DETAIL OF CONSULTANT**

NAME	POSITION TITLE	HOURLY RATE \$
<b>TOTAL REQUEST</b>		

**EXPLANATION OF OTHER EXPENSES (i.e. travel, printing, office supplies, educational materials, and equipment)**

EXPENSE CATEGORY	DESCRIPTION	COST
Printing	\ as needed, based on work	TBD
Office Supplies		TBD
Ed. Materials		TBD

**BUDGET DETAIL SHEET  
FISCAL YEAR 2014**

**SALARY DETAIL**

NAME	POSITION TITLE	HOURLY RATE \$
Kerri Kanelos	Executive Director	33.97
Jaye Watts	Direct Services Coord.	24.99
Elana Rosenberg	GSA + Programming Coord.	20.84
<b>TOTAL REQUEST</b>		

**FRINGE BENEFIT DETAIL (If not included in hourly rate)**

NAME	POSITION TITLE	PERCENTAGE of APPLIED FRINGE BENEFIT
<b>TOTAL REQUEST</b>		

**DETAIL OF CONSULTANT**

NAME	POSITION TITLE	HOURLY RATE \$
<b>TOTAL REQUEST</b>		

**EXPLANATION OF OTHER EXPENSES (i.e. travel, printing, office supplies, educational materials, and equipment)**

EXPENSE CATEGORY	DESCRIPTION	COST
Printing	/	TBD
Office Supplies	as needed, based on work	TBD
Ed. Materials	/	TBD

**BUDGET DETAIL SHEET  
FISCAL YEAR 2015**

**SALARY DETAIL**

NAME	POSITION TITLE	HOURLY RATE \$
Kerri Kanelos	Executive Director	36.35
Gaye Watts	Direct Services Coord.	26.74
Elana Rosenberg	GSA + Programming Coord.	22.30
<b>TOTAL REQUEST</b>		

**FRINGE BENEFIT DETAIL (If not included in hourly rate)**

NAME	POSITION TITLE	PERCENTAGE of APPLIED FRINGE BENEFIT
<b>TOTAL REQUEST</b>		

**DETAIL OF CONSULTANT**

NAME	POSITION TITLE	HOURLY RATE \$
<b>TOTAL REQUEST</b>		

**EXPLANATION OF OTHER EXPENSES (i.e. travel, printing, office supplies, educational materials, and equipment)**

EXPENSE CATEGORY	DESCRIPTION	COST
Printing	/ as needed, based on work	TBD
Office Supplies		TBD
Ed. Materials		TBD

**BUDGET DETAIL SHEET  
FISCAL YEAR 2016 (OPTIONAL EXTENSION YEAR)**

**SALARY DETAIL**

NAME	POSITION TITLE	HOURLY RATE \$
Kerri Kanelis	Executive Director	38.89
Jaye Watts	Direct Services Coord	28.61
Elana Rosenberg	CSA + Programming Coord.	23.86
<b>TOTAL REQUEST</b>		

**FRINGE BENEFIT DETAIL (If not included in hourly rate)**

NAME	POSITION TITLE	PERCENTAGE of APPLIED FRINGE BENEFIT
<b>TOTAL REQUEST</b>		

**DETAIL OF CONSULTANT**

NAME	POSITION TITLE	HOURLY RATE \$
<b>TOTAL REQUEST</b>		

**EXPLANATION OF OTHER EXPENSES (i.e. travel, printing, office supplies, educational materials, and equipment)**

EXPENSE CATEGORY	DESCRIPTION	COST
Printing	/ as needed, depending on work	TBD
Office Supplies		TBD
Ed. Materials		TBD

**PAAWD**

THIS IS A NOTICE OF AWARD, NOT AN ORDER. Any quantity reference in the agreement or in the bid preceding it are estimates only and do not represent a commitment on the part of the state to any level of billing activity, other than for quantities or volumes specifically released during the term. No action is to be taken except as specifically authorized, as described herein under AUTHORIZATION AND RELEASE. ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee. CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.

**RELEASE**

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency. A Direct Purchase Order (DPO) shall be created by the agency listing the items ordered, using the pricing and format set forth in the Master Blanket. All pricing shall be as described in the Master Blanket and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected in Master Blanket.

**CAMPAIGN INCLUDING ARRA SUPPLEMENTAL TERMS & CONDITIONS**

EVERY PERSON OR BUSINESS ENTITY PROVIDING GOODS OR SERVICES AT A COST OF \$5000 CUMULATED VALUE IS REQUIRED TO FILE AN AFFIDAVIT REGARDING POLITICAL CAMPAIGN CONTRIBUTIONS WITH THE RI STATE BOARD OF ELECTIONS EVEN IF NO REPORTABLE CAMPAIGN CONTRIBUTIONS HAVE BEEN MADE. (RI GENERAL LAW 17-27) FORMS OBTAINED AT BOARD OF ELECTIONS, CAMPAIGN FINANCE DIVISION, 50 BRANCH AVENUE PROVIDENCE 02904 (401-222-2056).

**ARRA SUPPLEMENTAL TERMS AND CONDITIONS**

For contracts and sub-awards funded in whole or in part by the American Recovery and

Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions For Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)."

---

## TERMS

**SCOPE AND LIMITATIONS** - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe. Under State Purchasing Regulation 8.2.1.1.2, any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state.

**PRODUCT ACCEPTANCE** - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

## ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT

**In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.**

**State Agencies shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.**

A Department Purchase Order (DPO) listing the items ordered shall be created by the

agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

**DELIVERY** If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

**PRICING** - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

**INVOICING** All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

**PAYMENT** - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller. \

**P1**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.  
PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY  
RENDERED INVOICES TO THE RECEIVING AGENCY. ANY UNUSED  
BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.

P6

THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY  
COMPLIANCE.

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT

MAY PRECLUDE THE NEED FOR GOODS/SERVICES.

## INSURANCE2

ANNUAL RENEWAL INSURANCE CERTIFICATES FOR WORKERS' COMPENSATION, PUBLIC LIABILITY, PROPERTY DAMAGE INSURANCE, AUTO INSURANCE, PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS), BUILDER'S RISK INSURANCE, SCHOOL BUSING AUTO LIABILITY, ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL), VESSEL OPERATION (MARINE OR AIRCRAFT) PROTECTION & INDEMNITY, ETC., MUST BE SUBMITTED TO THE SPECIFIC AGENCY IDENTIFIED IN THE "BILL TO" SECTION OF THE PURCHASE ORDER. CERTIFICATES ARE ANNUALLY DUE PRIOR TO THE BEGINNING OF ANY CONTRACT PERIOD BEYOND THE INITIAL TWELVE-MONTH PERIOD OF A CONTRACT. FAILURE TO PROVIDE ANNUAL INSURANCE CERTIFICATION MAY BE GROUNDS FOR CANCELLATION.



COMPENSATION TYPE - REIMBURSEMENT. RATE OF REIMBURSEMENT SET AT \$1 FOR EACH \$1 OF ALLOWABLE EXPENSES.



REPORTS - The Vendor agrees to provide the State with quarterly reports describing activity against this Price Agreement. If this is a Master Price Agreement, such reports shall include usage by municipalities, quasi-public agencies, schools, etc. All reports shall contain the following data: (1) Billing volume in dollars and (2) quantity shipped for each line item in the price agreement. When there are no line items in the price agreement, vendor shall report volume by catalog order numbers, with a brief description of each order number. Reports must be submitted to the RI Division of Purchases to the attention BUYER named in this notice, identifying the Agreement number and the Reporting Period. Quarterly reports shall be due 45 calendar days after the end of each quarter. Failure to submit required reports shall be considered a breach of the contractor's obligations and may be considered, at the discretion of the State Purchasing Agent, sufficient cause for the termination of the agreement and other outstanding agreements and orders, and possible suspension from participation in additional State procurements.

STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).