

Quasi-Public  
University of Rhode Island

SECTION 1 – RIVIP VENDOR INFORMATION

**Bid/RFP Number:** 101245A2  
**Bid/RFP Title:** HRL Bressler and Butterfield Roof Replacement Project  
**Bid Contact Person:** PURCHASING  
**Bid Contact Phone:** 4018742171  
**Opening Date & Time:** 4/17/2023 2:00 PM  
**RIVIP Vendor ID #:** 6295  
**Vendor Name:** Silktown Roofing, Inc.  
**Address:** 27 Pleasant Street  
**Telephone:** 508-887-8908  
**Fax:** 860-646-0775  
**E-Mail:** jason@silktownroofing.com  
**Contact Person:** Jason Woz  
**Title:** General Manager

NOTE: AWARD OF CONTRACTS AND PURCHASE ORDERS SHALL BE SUBJECT, AT THE DISCRETION OF THE PURCHASING AGENT, TO THE OFFEROR COMPLETING AN ON-LINE RIVIP REGISTRATION at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). It is THE RESPONSIBILITY OF THE VENDOR to make on-line corrections/updates using the Vendor maintenance program on the RI Division of Purchases Web Site.

**Submission Information**

Submit offers as required within the Bid/RFP document. This contract is NOT a state bid.



Signature below commits vendor to the attached offer and certifies (1) that the offer has taken into account all solicitation amendments, (2) that the above statements and information are accurate, (3) that vendor understands and has complied with the requirements set forth.

\_\_\_\_\_  
Vendor's Signature: I/we certify that the above vendor information is correct and complete.

Date 04-17-2023

John C. McConville, President  
\_\_\_\_\_  
Print Name and Title of company official signing offer

**BID/PROPOSAL**

COMMODITY: HRL Bressler and Butterfield Roof Replacement Project DATE: 3/20/2023

FORMAL BID NO. \_\_\_\_\_ PUBLIC BID NO. 101245

BIDS ARE TO BE RECEIVED IN URI PURCHASING DEPARTMENT BY: DATE: 4/17/2023 TIME: 2:00 PM  
Eastern Time

BUYER: CAMELY MACHADO/if Digitally signed by Camely Machado Date: 2023.03.20 10:15:02 -0400 SURETY REQUIRED: YES: X NO: \_\_\_\_\_

PRE-BID/PROPOSAL CONFERENCE: DATE: 3/28/2023 TIME: 10:30AM EST

MANDATORY: YES: \_\_\_\_\_ NO: X

LOCATION: Hillside Residence Hall, 140 Campus Ave, Kingston-Room B001

Questions concerning this solicitation must be received by: DATE: 4/4/2023 TIME: 1:00PM EST

Questions are to be submitted in a *Microsoft Word* document to: [URIPurchasing@uri.edu](mailto:URIPurchasing@uri.edu)

Please reference the Bid Number on all correspondence. Questions received, if any, will be posted on the internet as an addendum to the bid. It is the responsibility of all interested parties to download this information.

For Bid Solicitation Information visit: <http://web.uri.edu/purchasing/bid-information/>

**STATEMENT REGARDING COVID-19**

**Effective immediately, we are suspending all in-person public bid openings until further notice.**

Public Bid responses will be publicly read via Webex video conferencing. To participate in the bid opening, please visit the following site at the scheduled bid opening date and time:

\* URL: <https://univofri.webex.com/meet/uripurchasing>

**No offer will be considered that is not accompanied by the attached University of Rhode Island Bidder Certification Form/Contract Offer completed and signed by the offeror.**

COMPANY NAME: Silktown Roofing, Inc.

STREET AND NUMBER: 27 Pleasant Street

CITY, STATE & ZIP CODE: Manchester, CT 06040

John C. McConville, President  
Print Name and Title

(860) 647-0198 (860) 646-0775  
Telephone Number/Facsimile Number

04/17/2023 ryean@silktownroofing.com Ryeon Arnold, PM  
Date E-mail address

**THIS BID WILL NOT BE HONORED UNLESS SIGNED**

The University of Rhode Island is an equal opportunity employer committed to the principles of affirmative action.

Rev. 5/7/21



## University of Rhode Island Bidder Certification Form

ALL OFFERS ARE SUBJECT TO THE REQUIREMENTS, PROVISIONS AND PROCEDURES CONTAINED IN THIS CERTIFICATION FORM. Offerors are expected to read, sign and comply with all requirements. Failure to do so may be grounds for disqualification of the offer contained herein.

### Rules for Submitting Offers

This Certification Form must be attached in its entirety to the front of the offer and shall be considered an integral part of each offer made by a vendor to enter into a contract with the University of Rhode Island. As such, submittal of the entire Bidder Certification Form, signed by a duly authorized representative of the offeror attesting that he/she (1) has read and agrees to comply with the requirements set forth herein and (2) to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award.

To assure that offers are considered on time, each offer must be submitted with the specific Bid/RFP/LOI number, date and time of opening marked in the upper left hand corner of the envelope. Each bid/offer must be submitted in separate sealed envelopes.

A complete signed (in ink) offer package must be delivered to the University of Rhode Island Purchasing Office by the time and date specified for the opening of responses in a sealed envelope.

Bid responses must be submitted on the URI bid solicitation forms provided, indicating brand and part numbers of items offered, as appropriate. Bidders must submit detailed cuts and specs on items offered as equivalent to brands requested WITH THE OFFER. Bidders must be able to submit samples if requested.

Documents misdirected to other State or University locations or which are not present in the University of Rhode Island Purchasing Office at the time of opening for whatever cause will be deemed to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the University of Rhode Island Purchasing Office. Postmarks shall not be considered proof of timely submission.

RIVIP SOLICITATIONS. To assure maximum access opportunities for users, public bid solicitations shall be posted on the RIVIP for a minimum of seven days and no amendments shall be made within the last five days before the date an offer is due. Except when access to the Web Site has been severely curtailed and it is determined by the Purchasing Agent that special circumstances preclude extending a solicitation due date, requests to mail or fax hard copies of solicitations will not be honored.

PRICING. Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation), and may not be withdrawn, except with the express permission of the University Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. The University of Rhode Island is exempt from Federal excise taxes and State Sales and Use Taxes. Such taxes shall not be included in the bid price.

PRICES QUOTED ARE FOB DESTINATION.

DELIVERY and PRODUCT QUALITY. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. The contractor will be responsible for delivery of materials in first class condition. Rejected materials will be at the vendor's expense.

PREVAILING WAGE, OSHA SAFETY TRAINING and APPRENTICESHIP REQUIREMENTS. Bidders must comply with the provisions of the Rhode Island labor laws, including R.I. Gen. Laws §§ 37-13-1 et seq. and occupational safety laws, including R.I. Gen. Laws §§ 28-20-1 et seq. These laws mandate for public works construction projects the payment of prevailing wage rates, the implementation and maintenance of occupational safety standards, and for projects with a minimum value of \$1 Million, the employment of apprentices. The successful Bidder must submit certifications of compliance with these laws from each of its subcontractors prior to their commencement of any work. Prevailing wage rates, apprenticeship requirements, and other workforce and safety regulations are accessible at [www.dlt.ri.gov](http://www.dlt.ri.gov).

PUBLIC RECORDS. Offerors are advised that all materials submitted to the University for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the Rhode Island General Laws, and will be released for inspection immediately upon request once an award has been made. Offerors are encouraged to attend public bid/RFP openings to obtain information; however, bid/RFP response summaries may be reviewed after award(s) have been made by visiting the Rhode Island Vendor Information Program (RIVIP) at [www.purchasing.ri.gov](http://www.purchasing.ri.gov) > Solicitation Opportunities > Other Solicitation Opportunities. Telephone requests for results will not be honored. Written requests for results will only be honored if the information is not available on the RIVIP.

Award will be made to the responsive and responsible offeror quoting the lowest net price in accordance with specifications, for any individual item(s), for major groupings of items, or for all items listed, at the University's sole option.

BID SURETY. Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Bids submitted without a required bid surety will not be considered.

SPECIFICATIONS. Unless specified "no substitute", product offerings equivalent in quality and performance will be considered (at the sole option of the University) on the condition that the offer is accompanied by detailed product specifications. Offers which fail to include alternate specifications may be deemed nonresponsive.

VENDOR AUTHORIZATION TO PROCEED. When a purchase order, change order, contract/agreement or contract/agreement amendment is issued by the University of Rhode Island, no claim for payment for services rendered or goods delivered contrary to or in excess of the contract terms and scope shall be considered valid unless the vendor has obtained a written change order or contract amendment issued by the University of Rhode Island Purchasing Office PRIOR to delivery.

Any offer, whether in response to a solicitation for proposals or bids, or made without a solicitation, which is accepted in the form of an order OR pricing agreement made in writing by the University of Rhode Island Purchasing Office, shall be considered a binding contract.

REGULATIONS, GENERAL TERMS AND CONDITIONS GOVERNING STATE AND THE UNIVERSITY OF RHODE ISLAND CONTRACTS. This solicitation and any contract or purchase order arising from it are issued in accordance with the specific requirements described herein, and the State's Purchasing Laws and Regulations and other applicable State Laws and Regulations, including the Board of Governors for Higher Education Regulations and General Terms and Conditions of Purchase. The Regulations and General Terms and Conditions are incorporated into all University of Rhode Island contracts and can be viewed at: <https://web.uri.edu/purchasing/files/BOGREG.pdf> and [www.ridop.ri.gov](http://www.ridop.ri.gov).

EQUAL EMPLOYMENT OPPORTUNITY. Compliance certificate and agreement procedures will apply to all awards for supplies or services valued at \$10,000 or more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1 of the Rhode Island General Laws also apply.

PERFORMANCE BONDS. Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island. Performance bonds must be submitted within 21 calendar days of the issuance of a tentative notice of award.

DEFAULT and NON-COMPLIANCE Default and/or non-compliance with the requirements and any other aspects of the award may result in withholding of payment(s), contract termination, debarment, suspension, or any other remedy necessary that is in the best interest of the state/University of Rhode Island.

COMPLIANCE Vendor must comply with all applicable federal, state and local laws, regulations and ordinances.

SPRINKLER IMPAIRMENT AND HOT WORK. The Contractor agrees to comply with the practices of the State's Insurance carrier for sprinkler impairment and hot work. Prior to performing any work, the Contractor shall obtain the necessary information for compliance from the Risk Management Office at the Department of Administration or the Risk Management Office at the University of Rhode Island.

Each bid proposal for a *public works project* must include a "public copy" to be available for public inspection upon the opening of bids. **Bid Proposals that do not include a copy for public inspection will be deemed nonresponsive.**

For further information on how to comply with this statutory requirement, see R.I. Gen. Laws §§ 37-2-18(b) and (j). Also see State of Rhode Island Procurement Regulation 5.11 at <https://www.ridop.ri.gov/rules-regulations/>

**SECTION 2 - DISCLOSURES**

**ALL CONTRACT AWARDS ARE SUBJECT TO THE FOLLOWING DISCLOSURES & CERTIFICATIONS**

Offerors must respond to every disclosure statement. A person authorized to enter into contracts must sign the offer and attest to the accuracy of all statements.

**Indicate Yes (Y) or No (N):**

N 1 State whether your company, or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has been subject to suspension or debarment by any federal, state, or municipal government agency, or the subject of criminal prosecution, or convicted of a criminal offense with the previous five (5) years. If Yes, then provide details below.

N 2 State whether your company, or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has had any contracts with a federal, state or municipal government agency terminated for any reason within the previous five (5) years. If Yes, then provide details below.

N 3 State whether your company or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has been fined more than \$5000 for violation(s) of Rhode Island environmental laws by the Rhode Island Department of Environmental Management within the previous five (5) years. If Yes, then provide details below.

N 4 State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder is serving or has served within the past two calendar years as either an appointed or elected official of any state governmental authority or quasi-public corporation, including without limitation, any entity created as a legislative body or public or state agency by the general assembly or constitution of this state. If Yes, then provide details below.

IF YOU HAVE ANSWERED "YES" TO QUESTIONS #1 – 4 PROVIDE DETAILS/EXPLANATION IN AN ATTACHED STATEMENT. INCOMPLETE CERTIFICATION FORMS SHALL BE GROUNDS FOR DISQUALIFICATION OF OFFER.

N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION 3 - OWNERSHIP DISCLOSURE**

**Vendors must provide all relevant information. Bid proposals submitted without a complete response may be deemed nonresponsive.**

If the company is publicly held, the vendor may provide owner information about only those stockholders, members, partners, or other owners that hold at least 10% of the record or beneficial equity interests of the vendor; otherwise, complete ownership disclosure is required. List each officer, director, manager, stockholder, member, partner, or other owner or principle of the Bidder, and each intermediate parent company and the ultimate parent company of the Bidder. For each individual, provide his or her name, business address, principal occupation, position with the Vendor, and the percentage of ownership, if any, he or she holds in the Vendor, and each intermediate parent company and the ultimate parent company of the Vendor.

John C. McConville	President	27 Pleasant Street, Manchester, CT 06040	-	100% ownership
Joan K. McConville	Corporate Secretary	27 Pleasant Street, Manchester, CT 06040		
Megan Girolamo	Vice President	27 Pleasant Street, Manchester, CT 06040		

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

SECTION 4 - CERTIFICATIONS

Bidders must respond to every statement. Bid proposals submitted without a complete response may be deemed nonresponsive.

Indicate "Y" (Yes) or "N" (No), and if "No," provide details below.

THE VENDOR CERTIFIES THAT:

Y 1 I/we certify that I/we will immediately disclose, in writing, to the University Purchasing Agent any potential conflict of interest which may occur during the course of the engagement authorized pursuant to this contract.

Y 2 I/we acknowledge that, in accordance with (1) Chapter §37-2-54(c) of the Rhode Island General Laws "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," and (2) RIGL section §37-2-7(16) which identifies the URI Board of Trustees as a public agency and gives binding contractual authority to the University Purchasing Agent, including change orders and other types of contracts and under State Purchasing Regulation 8.2.B any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the University of Rhode Island may be disregarded and shall not be binding on the University of Rhode Island.

Y 3 I/we certify that I or my/our firm possesses all licenses required by Federal and State laws and regulations as they pertain to the requirements of the solicitation and offer made herein and shall maintain such required license(s) during the entire course of the contract resulting from the offer contained herein and, should my/our license lapse or be suspended, I/we shall immediately inform the University of Rhode Island Purchasing Agent in writing of such circumstance.

Y 4 I/we certify that I/we will maintain required insurance during the entire course of the contract resulting from the offer contained herein and, should my/our insurance lapse or be suspended, I/we shall immediately inform the University of Rhode Island Purchasing Agent in writing of such circumstance.

Y 5 I/we certify that I/we understand that falsification of any information herein or failure to notify the University of Rhode Island Purchasing Agent as certified herein may be grounds for suspension, debarment and/or prosecution for fraud.

Y 6 I/we acknowledge that the provisions and procedures set forth in this form apply to any contract arising from this offer.

Y 7 I/we acknowledge that I/we understand the State's Purchasing Laws (§37-2 of the General Laws of Rhode Island) and Purchasing Regulations and General Terms and Conditions available at the Rhode Island Division of Purchases Website ( <https://www.ridop.ri.gov/rules-regulations/> ) and the Board of Governors Regulations on the URI Purchasing Website ( <https://web.uri.edu/purchasing/files/BOGREG.pdf> ) apply as the governing conditions for any contract or purchase order I/we may receive from the University of Rhode Island, including the offer contained herein.

Y 8 I/we certify that the bidder: (i) is not identified on the General Treasurer's list, created pursuant to R.I. Gen. Laws § 37-2.5-3, as a person or entity engaging in investment activities in Iran described in § 37-2.5-2(b); and (ii) is not engaging in any such investment activities in Iran.

N 9 If the product is subject to Department of Commerce Export Administration Regulations (EAR) or International Traffic in Arms Regulations (ITAR), please provide the Export Control Classification Number (ECCN) or the US Munitions List (USML)  
Category: N/A

Y 10 I/we certify that the above information is correct and complete.

IF YOU ARE UNABLE TO CERTIFY YES TO QUESTIONS #1 – 8 and 10 OF THE FOREGOING, PROVIDE DETAILS/EXPLANATION IN AN ATTACHED STATEMENT. INCOMPLETE CERTIFICATION FORMS SHALL BE GROUNDS FOR DISQUALIFICATION OF OFFER.

Signature below commits vendor to the attached offer and certifies (1) that the offer has taken into account all solicitation amendments where applicable, (2) that the above statements and information are accurate and that vendor understands and has complied with the requirements set forth herein.

Vendor/Company Name; Silktown Roofing, Inc.

Vendor's Signature: [Signature] Bid Number: 101245 Date: 04-17-2023  
(Person Authorized to enter into contracts; signature must be in ink) (if applicable)

John C. McConville, President  
Print Name and Title of Company official signing offer





### **JOHN C. McCONVILLE – PRESIDENT**

1974 – 1981: McConville Roofing - VP and Superintendent  
1981 – 1984: Hartford Roofing, Inc. – Project Superintendent  
1984 – Present: Silktown Roofing, Inc. – President

As President of the Corporation, John oversees the everyday workings of the company with the help of the PM's and project superintendents. John believes in hands-on leadership and can be found on jobsites on a regular basis. He is an integral part of each project beginning with the bidding process. John is asked by many Architects/GC's/Owners to help design, value engineer and estimate projects for budget purposes. He is an active board member for the Local Roofer's and Sheet Metal Unions so that he is aware of labor issues and can protect his work force. Before becoming a Union Contractor, John instituted the first non-union roofing Apprenticeship Program in the State of CT in 1990.

While John is involved in all projects, below is a partial list of Silktown customers/projects:

**Medical:** VA Hospital-Rocky Hill, Gaylord Hospital UCONN Medical Center, Gerber Scientific, Neurogen, Ensign-Bickford, American School for the Deaf, Cedar Crest, Wm. Backus, Hartford, and New Britain Hospitals, SMHA

**Corporate:** Pepsi, PlasPak, Bozzutto's, Travelers Insurance, Bradlees, Sears, C&S Wholesale Refrigeration, Pfizer, Home Depot, USPS, ESPN, Unilever, Ramada Inn, Foxwood Casino, Mohegan Sun Casino and Hotel, MGM Grand at Foxwoods, Parker Hannifin, Quinnipiac Yale and Wesleyan Universities, Culbro, Hartford Insurance, UTC, Pratt & Whitney, Sikorsky, CIGNA, Lucent Technologies, Stop & Shop, SNET, Rockbestos, Solutia, Fleet Bank, Trinity Episcopal Church, Mt. Saint Alphonsus (NY), Kohler Mix, Caval Tool, Real Art Ways, DOW Chemical, Bayer Corp, Warner Lambert, Nordstrom, Fidelity Investments

**Government/Municipal:** FAA, Bradley Int'l Airport, Hanscom AF Base, Osborn Correctional Center, Barnes ANG, Murphy Terminal Weather Service & Control Tower- BDL, UConn, CCSU, UMass, Naugatuck CTC, Numerous High Schools in CT and MA, Naval Base-Newport, RI, CT Convention Center, GSA-Murphy Building-Waltham MA, US Coast Guard, CT & MA National Guard, Manchester, Hamden, East Hartford and Manchester, Numerous Town Facilities such as library, fire, police in Connecticut, Massachusetts, Rhode Island and New York.

**PV Projects/Green Roof:** NAVCC-Culpepper, VA, East Lyme High School, CT, Naugatuck High School, CT, New Britain High School, CT, Plainville High School, CT, Louis Toffolan Elementary School, CT, GSA Murphy Bldg., MA

*27 Pleasant Street ~ Manchester, CT 06040  
O: 860-647-0198 ~ F: 860-646-0775  
Affirmative Action/Equal Opportunity Employer*

## MEGAN MCCONVILLE GIROLAMO

81 Island Avenue ♦ Madison, CT 06443 ♦ (860) 818-2184 ♦ meg.girolamo@gmail.com

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### SUMMARY

Accomplished and fiercely motivated Vice President with 12 years' experience in the Commercial Construction industry. Expertise includes tactical business leadership and an efficiency-orientated approach to streamlining and ensuring alignment for all integrations company-wide. Successful collaboration with senior stakeholders to effectively prioritize business activities to achieve defined objectives translating to accomplishments companywide. Successful management of a large team via allowing each individual to thrive, grow and contribute. A high integrity individual with a strong work ethic seeking to constantly continue to drive the bottom-line difference within a company.

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### PROFESSIONAL EXPERIENCE

#### **Silktown Roofing, Inc.: August 2020-Current**

##### Vice President

- Oversee all finance, human resource and project management operations
- Develop streamlining and software integrations to improve efficiency and communications between the internal departments using Foundation Software (all modules)
- Analyze all job estimates and establish rolling budgets and real-time job cost tracking for all projects
- Manage all Work-In-Progress reporting for financial analysis and general ledger adjustments
- Liaise between all Project Managers, Superintendents and Executives on project deliverables
- Oversee financial reporting and financial statement preparation working directly with CPA for all audited financial activities
- Provide support for all Affirmative Action/Equal Opportunity Employment initiatives and required reporting
- Prepare and review insurance buyouts and Workers Comp/GL annual audit processes
- Ensure job flow efficiencies between all departments
- Provide buyout analysis for estimators/project managers for support in the most competitive bid opportunities
- Manage the employee benefit package renewals
- Participate on the 401K Steering Committee and enforce deliverables for Silktown Roofing, Inc.'s retirement planning for employees
- Manage internal inventory and quality control
- Liaise with the Bonding Company, Banking Executives and all other third-party partners to Silktown Roofing, Inc.
- Lead all hiring initiatives, interviews and onboarding of new employees
- Coordinate and support all internal developmental projects and oversee the designated teams

#### **Offshore Construction, Inc.: November 2010-August 2020**

##### President

- Oversee all production and maintenance/service department operations and schedule
- Provide on site project management and support to all foreman and crew members
- Analyze all elements of production efficiency and job costing for all projects
- Manage all financial responsibilities within the company
- Oversee all new hire operations and procedures
- Liaise as direct contact with all customers, vendors and employees
- Manage internal inventory and quality control
- Provide estimating, budgeting, strategy, and profit building techniques
- Create proposals and bids for new opportunities across service and production work.
- Oversee the management of key client roof asset portfolios
- Establish new relationships with production and maintenance customers throughout the United States

#### **Louis Vuitton Moet Hennessy; Moet Hennessy USA, New York, NY : January 2010-November 2010**

##### Senior Financial Analyst

- Coordinator for all Advertising and Promotional Budget processes
- Continual processing and approving of funding transfers
- Manage the MH USA Corporate Marketing spend and brand cost allocation
- Preparation of monthly inventory and depletion dashboard
- Responsible for quarterly regional accrual process
- Construction of value chain and price determination simulation
- Creation and implementation of a system to track actual spend vs. budget for both regions and brand groups
- Ongoing support for US Regional Finance Managers and twenty-eight brand groups
- Support behind the execution of a new Internal Order coding structure



**General Electric; NBC Universal, New York, NY : January 2009-January 2010**

Financial Management Program (FMP)

Cable Entertainment: Financial Planning and Analysis

- Managed and consolidated Cable Entertainment headquarters' budget
- Oversaw and analyzed each cable entertainment network's cost tracking and rating performance
- Continued analysis of industry and internal network trending
- Consolidated financial summaries and analyzed business performance across cable group
- Provided analytical support for closes and GE estimate periods
- Led ongoing effort to improve and implement standardized forecasting and automated reporting tools

Corporate Finance & Accounting

- Continued tracking of NBC Universal's general ledger; account analysis and variance resolution
- Responsible for corporate general ledger quarterly/upkeep journal entries
- Design and execute NBC Universal vendor and miscellaneous contract audits
- Performed media industry and competitor analysis; impairment research
- Researched and executed internal and external accounting memorandums
- Facilitated quarter close consolidation and corporate reporting
- Completed NBC Universal Corporate ledger account reconciliations on quarterly basis
- Facilitated account reconciliation audits to ensure compliance and accuracy of GE reporting criteria

Award: GE FMP Leadership Award

**EDUCATION**

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**Bachelor of Science in Finance and Economics, Fairfield University, Fairfield, CT**

**Graduating GPA: 3.8**

**ADDITIONAL INFORMATION**

- Inductee and member of Beta Sigma Gamma National Business Honor Society and Alpha Sigma Nu Jesuit Honor Society
- Vice President of Fairfield University Student Association
- Charles Dolan Business School Scholarship – Academic Achievement and Leadership Award Spring 2008
- Skills: Strong public speaking and oral communication abilities, Proficiency in Foundation Software, Microsoft Windows, Education in PACT Software, STARR, Reuters, SAP, Topaz, Oasis, Business Warehouse and Hyperion



**JOAN K. McCONVILLE- CORPORATE SECRETARY**

**1992- Present Silktown Roofing, Manchester, CT**  
Corporate Secretary

As Secretary of the Corporation, Joan K. McConville researches upcoming projects, procures bidding insurance documents, prepares bid documents, prepares contracts, insurance requirements and bonding requirements. She also oversees the contract and any changes that might occur as well as working with the bookkeeping department. She maintains records to insure that Silktown is in compliance with the states in which it is certified.

**1984-1992 Welcome Aboard**  
Travel Agent

**Briarwood College (1977-1978)**  
Associates Degree

*27 Pleasant Street ~ Manchester, CT 06040  
O: 860-647-0198 ~ F: 860-646-0775  
Affirmative Action/Equal Opportunity Employer*

**Solicitation # :** 101245  
**Solicitation Title:** HRL Bressler and Butterfield Roof Replacement Project

**BID FORM**

To: University of Rhode Island, Purchasing Department  
10 Tootell Road, Kingston, RI 02881

Project: HRL Bressler Residence Hall Roof Replacement  
141 Campus Avenue  
Kingston, RI 02881  
URI Project # KC.R.BRES.2022.001

HRL Butterfield Residence Hall Roof Replacement  
1 Butterfield Road  
Kingston, RI 02881  
URI Project # KC.R.BUTT.2022.001

Bidder:

Silktown Roofing, Inc.  
Legal name of entity

27 Pleasant Street, Manchester, CT 06040  
Address

Ryea Arnold, PM ryean@silktownroofing.com  
Contact name Contact email

(860) 647-0198 (860) 646-0775  
Contact telephone Contact fax

**1. BASE BID PRICE**

The Bidder submits this bid proposal to perform all of the work (including labor and materials) as described in the solicitation for this Base Bid Price, (including the costs for all Allowances, Bonds, and Addenda):

\$2,444,368.00

(Base Bid Price *in figures* printed electronically, typed, or handwritten legibly in ink)

two million four hundred forty-four thousand three hundred sixty-eight dollars  
(Base Bid Price *in words* electronically, typed, or handwritten legibly in ink)

Solicitation # : 101245

Solicitation Title: HRL Bressler and Butterfield Roof Replacement Project

• **ALLOWANCES**

The Base Bid Price ***includes*** the costs for the following Allowances as defined in Specification Section 01 2010:

- |  |                  |
|--|------------------|
| 1. Unforeseen asbestos abatement due to hidden conditions. | \$ 30,000        |
| 2. Unforeseen masonry repairs and repointing.              | \$ 45,000        |
| 3. Concrete deck repairs under existing roofing system     | \$ 45,000        |
| 4. Unforeseen rooftop ductwork repairs                     | \$ 45,000        |
| 5. Unforeseen modifications to roof anchor system          | \$ <u>20,000</u> |

**Total Base Bid Allowances: \$185,000**

• **BONDS**

The Base Bid Price ***includes*** the costs for all Bid and Payment and Performance Bonds required by the solicitation.

• **ADDENDA**

The Bidder has examined the entire solicitation (including the following Addenda), and the Base Bid Price ***includes*** the costs of any modifications required by the Addenda.

All Addenda must be acknowledged.

Addendum No. 1, dated 04-05-2023

Addendum No. 2, dated 04-11-2023

Addendum No. 3, dated \_\_\_\_\_

**2. ALTERNATES**

The Bidder offers to: (i) perform the work described in these Alternates as selected by the State in the order of priority specified below, based on the availability of funds and the best interest of the State; and (ii) increase the Base Bid Price by the amount set forth below for each Alternate (further defined in Specification Section 01 2010) selected.

NONE

**3. UNIT PRICES**

The Bidder submits these predetermined Unit Prices as the Basis for any change orders approved in advance by the State. These Unit Prices include ***all*** costs, including labor, materials, services, regulatory compliance, overhead, and profit.

NONE

Solicitation # : 101245  
Solicitation Title: HRL Bressler and Butterfield Roof Replacement Project

**4. CONTRACT TIME**

The Bidder offers to perform the work in accordance with the timeline specified below:

- Start of Construction .....May 15, 2023
- Substantial Completion .....October 31, 2023
- Final Completion .....November 30, 2023

**5. LIQUIDATED DAMAGES**

The successful bidder awarded a contract pursuant to this solicitation shall be liable for and pay the State, as liquidated damages and not as a penalty, the following amount for ***each*** calendar day of delay beyond the date for substantial completion, as determined in the sole discretion of the State: **One Thousand Dollars (\$1,000.00) per day.**

**BID FORM SIGNATURE(S)**

This bid proposal is irrevocable for 60 days from the bid proposal submission deadline.

If the Bidder is determined to be the successful bidder pursuant to this solicitation, the bidder will promptly: (i) comply with each of the requirements of the Tentative Letter of Award; and (ii) commence and diligently pursue the work upon issuance and receipt of the purchase order from the State and authorization from the user agency.

The person signing below certifies that he or she has been duly authorized to execute and submit this bid proposal on behalf of the Bidder.

Date: April 17, 2023



**BIDDER** \_\_\_\_\_

Silkton Roofing, Inc.  
Name of Bidder \_\_\_\_\_

Signature in ink \_\_\_\_\_  
John C. McConville, President  
Printed name and title of person signing on behalf of Bidder \_\_\_\_\_

# CR-40  
Bidder's Contractor Registration Number \_\_\_\_\_

# AIA Document A310™ – 2010

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)

Silktown Roofing, Inc.  
27 Pleasant St.  
Manchester, CT 06040

**SURETY:**

(Name, legal status and principal place of business)

Hartford Fire Insurance Company  
The Hartford - Bond Claim Department  
One Hartford Plaza, T-11  
Hartford, CT 06155

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

(Name, legal status and address)

University of Rhode Island Board of Trustees  
35 Campus Avenue, Kingston, RI 02881

**BOND AMOUNT:** 5% of the attached bid

**PROJECT:**

(Name, location or address, and Project number, if any)

Roof Replacements @ HRL Bressler Residence Hall, 141 Campus Ave & HRL  
Butterfield Residence Hall, 1 Butterfield Rd, Kingston, RI

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.

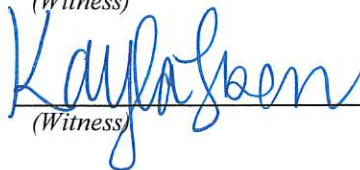
Signed and sealed this 17th day of April, 2023

  
(Witness)

(Principal)

John C. McConville, President

(Title)

  
(Witness)

(Surety)

Jeri A. Caron, Attorney-in-Fact

(Title)



**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

Init.

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# POWER OF ATTORNEY

Direct Inquiries/Claims to:

**THE HARTFORD**  
 BOND, T-11  
 One Hartford Plaza  
 Hartford, Connecticut 06155  
[Bond.Claims@thehartford.com](mailto:Bond.Claims@thehartford.com)  
 call: 888-266-3488 or fax: 860-757-5835

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: SINCLAIR RISK & FINANCIAL SVCS LLC  
 Agency Code: 02-021659

- Hartford Fire Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois**, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast**, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint **Jeri A. Caron** of Wallingford, Connecticut, its true and lawful Attorney-in-Fact, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge the following bond, undertaking, contract or written instrument:

Bond No. 02BCSJA6079

Naming Silktown Roofing, Inc. as Principal, and University of Rhode Island Board of Trustees as Obligee,

in the amount of See Bond Form(s) on behalf of Company in its 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**, and as authorized by a Resolution of the Board of Directors of the Companies on May 23, 2016 the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*Shelby Wiggins*

Shelby Wiggins, Assistant Secretary

*Joelle L. LaPierre*

Joelle L. LaPierre, Assistant Vice President

STATE OF FLORIDA

COUNTY OF SEMINOLE

} ss. Lake Mary

On this 20th day of May, 2021, before me personally came Joelle LaPierre, to me known, who being by me duly sworn, did depose and say: that (s)he resides in Seminole County, State of Florida; that (s)he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that (s)he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that (s)he signed his/her name thereto by like authority.



*Jessica Ciccone*

Jessica Ciccone  
 My Commission HH 122280  
 Expires June 20, 2025

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of April 17, 2023.

Signed and sealed in Lake Mary, Florida.



*Keith D. Dozois*

Keith D. Dozois, Assistant Vice President





**STATE OF RHODE ISLAND  
CONTRACTORS' REGISTRATION AND LICENSING  
BOARD**



560 Jefferson Blvd. Warwick, RI 02886

BE IT KNOWN THAT

**Joan McConville**

of **SILKTOWN ROOFING, INC.**

*has met the requirements of the law and has been granted this license as a*

**Commercial/Industrial Roofer**

*IN THE STATE OF RHODE ISLAND*

**Registration Number**

CR-40

**Issue Date**

March 28, 2023

**Expiration Date**

April 1, 2025

James Cambio  
State Building Officer

Thomas E. Furey, Chair  
Contractors' Registration and Licensing Board





**STATE CONTRACT ADDENDUM**  
**RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING**  
**PREVAILING WAGE REQUIREMENTS**  
**(37-13-1 ET SEQ.)**

The prevailing wage requirements are generally set forth in RIGL 37-13-1 et seq. These requirements refer to the prevailing rate of pay for regular, holiday, and overtime wages to be paid to each craftsmen, mechanic, teamster, laborer, or other type of worker performing work on public works projects when state or municipal funds exceed one thousand dollars (\$1,000).

All Prevailing Wage Contractors and Subcontractors are required to:


1. Submit to the Awarding Authority a list of the contractor's subcontractors for any part or all of the prevailing wage work in accordance with RIGL § 37-13-4;
2. Pay all prevailing wage employees at least once per week and in accordance with RIGL §37-13-7 (see Appendix B attached);
3. Post the prevailing wage rate scale and the Department of Labor and Training's prevailing wage poster in a prominent and easily accessible place on the work site in accordance with RIGL §37-13-11; posters may be downloaded at [www.dlt.ri.gov/pw/Posters.htm](http://www.dlt.ri.gov/pw/Posters.htm) or obtained from the Department of Labor and Training, Center General Complex, 1511 Pontiac Avenue, Cranston, Rhode Island;
4. Access the Department of Labor and Training website, at [www.dlt.ri.gov](http://www.dlt.ri.gov) on or before July 1<sup>st</sup> of each year, until such time as the contract is completed, to ascertain the current prevailing wage rates and the amount of payment or contributions for each covered prevailing wage employee and make any necessary adjustments to the covered employee's prevailing wage rates effective July 1<sup>st</sup> of each year in compliance with RIGL §37-13-8;
5. Attach a copy of this CONTRACT ADDENDUM and its attachments as a binding obligation to any and all contracts between the contractor and any subcontractors and their assignees for prevailing wage work performed pursuant to this contract;
6. Provide for the payment of overtime for prevailing wage employees who work in excess of eight (8) hours in any one day or forty (40) hours in any one week as provided by RIGL §37-13-10;

7. Maintain accurate prevailing wage employee payroll records on a Rhode Island Certified Weekly Payroll form available for download at [www.dlt.ri.gov/pw.forms/htm](http://www.dlt.ri.gov/pw.forms/htm), as required by RIGL §37-13-13, and make those records available to the Department of Labor and Training upon request;
8. Furnish the fully executed RI Certified Weekly Payroll Form to the awarding authority on a monthly basis for all work completed in the preceding month.
9. For general or primary contracts one million dollars (\$1,000,000) or more, shall maintain on the work site a fully executed RI Certified Prevailing Wage Daily Log listing the contractor's employees employed each day on the public works site; the RI Certified Prevailing Wage Daily Log shall be available for inspection on the public works site at all times; this rule shall not apply to road, highway, or bridge public works projects. Where applicable, furnish both the Rhode Island Certified Prevailing Wage Daily Log together with the Rhode Island Weekly Certified Payroll to the awarding authority.
10. Assure that all covered prevailing wage employees on construction projects with a total project cost of one hundred thousand dollars (\$100,000) or more has a OSHA ten (10) hour construction safety certification in compliance with RIGL § 37-23-1;
11. Employ apprentices for the performance of the awarded contract when the contract is valued at one million dollars (\$1,000,000) or more, and comply with the apprentice to journey person ratio for each trade approved by the apprenticeship council of the Department of Labor and Training in compliance with RIGL §37-13-3.1;
12. Assure that all prevailing wage employees who perform work which requires a Rhode Island trade license possess the appropriate Rhode Island trade license in compliance with Rhode Island law; and
13. Comply with all applicable provisions of RIGL §37-13-1, et. seq;

Any questions or concerns regarding this CONTRACT ADDENDUM should be addressed to the contractor or subcontractor's attorney. Additional Prevailing Wage information may be obtained from the Department of Labor and Training at [www.dlt.ri.gov/pw](http://www.dlt.ri.gov/pw).

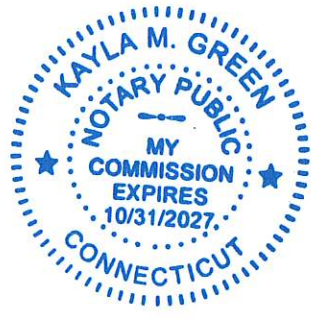
### CERTIFICATION

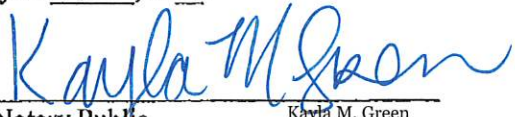
I hereby certify that I have reviewed this CONTRACT ADDENDUM and understand my obligations as stated above.

By:   
John C. McConville  
Title: President



Subscribed and sworn before me this 17 day of April, 2023.



  
Notary Public Kayla M. Green  
My commission expires: 10-31-2027



**RI Department of Labor and Training  
Workforce Regulation and Safety Division  
Professional Regulation - Prevailing Wage**

**General Contractor Apprenticeship Certification Form**

This form **MUST** be completed and submitted at the time of bidding and is available on the Department of Labor and Training's Website at www.dlt.rl.gov, under Workforce Regulation and Safety, Prevailing Wage, Publications and Forms.

**Bid/RFP Number:** 101245A2

**Bid/RFP Title:** HRL Bressler and Butterfield Roof Replacement Project

**RIVIP Vendor ID#:** 6295

**Vendor Name:** Silktown Roofing, Inc.

**Address:** 27 Pleasant Street, Manchester, CT 06040

**Telephone:** (860) 647-0198

**Fax:** (860) 646-0775

**E-Mail:** ryean@silktownroofing.com

**Contact Person and Title:** Ryea Arnold, PM

Silktown Roofing, Inc. 27 Pleasant St. Manchester, CT (Company Name & Address) (hereafter "bidder") hereby certifies that bidder meets the general contractor apprenticeship requirements of R. I. Gen. Laws § 37- 13- 3.1 because bidder meets one of the following qualifications (check):

- A.      Bidder sponsors a current and duly approved Rhode Island Department of Labor and Training Apprenticeship Program and currently employs at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing on the contract (attach apprenticeship program standards and apprenticeship agreement);
  
- B.      Bidder sponsors a current and duly registered Rhode Island Department of Labor and Training reciprocal apprenticeship program pursuant to R. I. Gen. Laws § 28-45-16 and currently employs at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach apprenticeship program standards, apprenticeship agreement and Rhode Island Department of Labor and Training Reciprocal Apprenticeship Program Approval);

- C. \_\_\_\_\_ Bidder has entered into a current collective bargaining agreement with a duly approved Rhode Island Department of Labor and Training Apprenticeship Program sponsor and, pursuant to the terms of the collective bargaining agreement, will employ at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach relevant section of collective bargaining agreement and signature page);
- D.  Bidder has entered into a current labor agreement with a duly approved Rhode Island Department of Labor and Training Apprenticeship Program sponsor and, pursuant to the terms of the labor agreement, will employ at least one apprentice per trade/occupation, who will obtain "on the job training" experience in the apprentice's trade by performing work on the contract (attach relevant section of labor agreement and signature page);
- E. \_\_\_\_\_ Bidder will not perform work on the awarded contract except through subcontractors (non performance);
- F. \_\_\_\_\_ Bidder has received approval from the Rhode Island Department of Labor and Training that it satisfies the general contractor requirements of R. I. Gen. Laws §37-13-3.1 for purposes of a particular bid (attach Rhode Island Department of Labor and Training correspondence).

John C. McConville, President  
 \_\_\_\_\_  
 Printed Name and Title of Authorized Representative

April 17, 2023  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Authorized Representative

