



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

**NEW HAVEN BOARD OF EDUCATION FINANCE AND OPERATIONS COMMITTEE MEETING**

Monday, April 15, 2019

4:00 p.m.

Gateway Center – 2<sup>nd</sup> Floor Board Room

Chair: Mr. Jamell Cotto

**Action Items**

**A. INFORMATION ONLY**

1. The Superintendent approved an Agreement by and between the New Haven Board of Education and Little Scientists, LLC, to provide before and after school science programs for students in grades 1-3, at Brennan Rogers School, from April 22, 2019 to June 30, 2019 in an amount not to exceed \$9,975.  
**Funding Source: Title I – Brennan Rogers Program**  
**Acct. #2531-0021-56694-0021**  
**(Pages #5-9)**
2. The Superintendent approved Amendment #3 to Agreement # 95265010, with Sergio Rodriguez to change the funding account # from McKinney Vento Program, Acct. # 2503-5027-56694 to McKinney Vento Program, Acct. # 2503-5027-56697, with no change in funding amount.  
**Funding Source: McKinney Vento Program**  
**Acct. # 2503-5027-56697**  
**(Pages #10-15)**
3. The Superintendent approved Amendment #1 to Agreement #9517024, with ALIVE, Foundation for the Arts and Trauma, to change the funding account # from Title I Program, acct. #2531-5170-56694 to Title I Program, Acct. # 2531-5256-56694.  
**Funding Source: Title I Program**  
**Acct. # 2531-5256-56694**  
**(Pages #16-18)**
4. The Superintendent approved an Agreement by and between the New Haven Board of Education and The Urban Schools Human Capital Consulting Group, to assess and recommend streamlining process for new hire onboarding, transfers, salary adjustments and processes from posting positions to job offer, from February 23, 2019 to June 30, 2019, in an amount not to exceed \$12,500.00.  
**Funding Source: Alliance Program**  
**Acct. #2547-6108-56694-0000**  
**(Pages #19-25)**

**B. ABSTRACTS**

1. To approve the Abstract, Open Choice, in the amount of \$612,698.00 for 2018-2019.  
**Funding Source: CT State Department of Education**  
**Presenter: Ms. Michele Bonanno**  
**(Pages #26-31)**

- 2. To approve the Abstract, Head Start Enhancement, in the amount of \$132,078.00 for 2018-2019.  
**Funding Source:** CT State Department of Education  
**Presenter:** Ms. Mary Derwin  
**(Pages #32-37)**
  
- 3. To approve the Abstract, NHPS Cross Program Management & Planning Team, in the amount of \$67,000 for 2019.  
**Funding Source:** W. K. Kellogg Foundation  
**Presenter:** Ms. Mary Derwin  
**(Pages #38-44)**

**C. AGREEMENTS**

- 1. To approve Amendment #1 to Agreement # 96149141, with Boys and Girls Club of New Haven, to decrease funding of \$121,005 by \$27,144, to \$93,860.00 to reflect delay in program start.  
**Funding Source:** Commissioner’s Network – Lincoln Bassett Program  
**Acct. #2547-6149-56905-0020**  
**Presenter:** Ms. Rosalind Garcia  
**(Pages #45-49)**
  
- 2. To approve an Agreement by and between the New Haven Board of Education and New Haven Reads, to provide a one-to-one tutorial service for students, grades K-8, who are enrolled in Title I schools, from April 8, 2019 to June 30, 2019, in an amount not to exceed \$39,996.00,  
**Funding Source:** Extended School Hours Program  
**Acct. #2579-5326-56694-0000**  
**Presenter:** Ms. Gemma Joseph Lumpkin  
**(Pages #50-63)**
  
- 3. To approve an Agreement by and between the New Haven Board of Education and Connecticut Violence Intervention Program, to provide behavioral intervention and support for students with attendance problems, from April 23, 2019 to June 30, 2019, in an amount not to exceed \$20,020.00  
**Funding Source:** Alliance Program  
**Acct. #2547-6108-56694-0000**  
**Presenter:** Ms. Gemma Joseph-Lumpkin  
**(Pages #64-71)**

**D. CHANGE ORDERS**

- 1. To approve Change Order #3 to Contract #21568-1-2 to Sports Construction, 61 East Street, Plainville, CT for On Call Gym Equipment Repairs for the NHPS for FY 2018-19 increasing the amount of contract to cover additional bleachers, scoreboards, gym curtains and motor repairs districtwide in addition to track repairs and installation of baseball nets at the Field House.

Original Amount of Contract	\$25,000.00
Change Order #1	45,000.00
Change Order #2	25,000.00
<b>Change Order #3</b>	<b>15,000.00</b>
<b>Total Amount of Contract</b>	<b>\$110,000.00</b>

**Funding Source:** Capital Projects  
**Acct. #3C19-1983-58101**

**Presenter:** Mr. Joseph Barbarotta  
**(Pages #72-74)**

2. To approve Change Order #2 to Contract #50488C-1-2 to Lior Excavating, 129 Church Street Mezzanine, Unit 1, New Haven, CT for Snow Plowing Services for the NHPS for FY 2018-19 increasing the amount of contract, which exceeded with the last snowstorm.

Original Amount of Contract	\$38,619.00
Change Order #1	0.00
<b>Change Order #2</b>	<b>5,686.00</b>
<b>Total Amount of Contract</b>	<b>\$44,305.00</b>

**Funding Source:** Capital Projects  
**Acct. #3C19-1983-58101**

**Presenter:** Mr. Joseph Barbarotta  
**(Pages #75-77)**

**E. CONTRACTS**

1. To approve the Renewal of Award of Contract #21558-2-2 to Hillyard, Inc. d/b/a Rovic, Box 1140, Manchester, CT for Gym Floor Refinishing for the NHPS for FY 2019-2020, in an amount not to exceed \$30,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #78-80)**

2. To approve the Renewal of Contract #21560-2-2 to Winterberry Irrigation, LLC, 2070 West Street, Southington, CT for On Call Irrigation System Repairs and Maintenance for the NHPS for FY 2019-2020, in an amount not to exceed \$25,000.

**Funding Source:** 2019-2020 Operating Budget  
**Acct. #190-47400-56662**  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #81-83)**

3. To approve the Renewal of Contract #21566AB-2-2 for On Call Landscaping for the NHPS for FY 2019-2020 to the following bidders:

(A) Tim’s Enterprises LLC 39 Myrtle Ave., Ansonia, CT	\$25,000.00
(B) Amazon Landscaping Design & Handyman 226 Forest Road, West Haven, CT	\$135,050.00

**Funding Source:** 2019-2020 Operating Budget  
**Acct. #190-47400-56662**  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #84-88)**

- 4. To approve the Renewal of Contract #21571-2-2 to Trassig Corp., 564 Danbury Rd., New Milford, CT for Playground Inspections and Repairs for the NHPS for FY 2019-2020, in an amount not to exceed \$25,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #89-91)**

- 5. To approve the Renewal of Contract #21575-2-2 to Clearwater Industries, Inc., 415 Bridgeport Ave., Shelton, CT for On Call HVAC Water Treatment Services for the NHPS for FY 2019- 2020, in an amount not to exceed \$60,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #92-94)**

- 6. To approve the Renewal of Contract #21591-2-2 to Duct Clean Corporation, 230 Stag St., Stratford, CT for On Call Duct Cleaning Service for the NHPS for Fiscal Year 2019-20, in an amount not to exceed \$100,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #95-97)**

- 7. To approve the Renewal of Contract #50449-2-2 to G. Capasso & Sons, LLC, 15 Oxford Street, New Haven, CT for On Call Sidewalk Repairs for the NHPS for FY 2019-2020, in an amount not to exceed \$25,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #98-100)**

- 8. To approve the Renewal of Contract #50458ABC-2-2 for On Call Painting Services for the NHPS for Fiscal Year 2019-20, to the following low bidders:

<u>Vendor</u>	<u>In an amount not to exceed:</u>
(A) Amazon Landscaping Design & Handyman 226 Forest Road, West Haven, CT	\$33,500.00
(B) Hewitt Construction Services, LLC 138 Huntington Ave., New Haven, CT 06512	\$33,500.00
(C) Tim’s Enterprises, LLC 39 Myrtle Ave., Ansonia, CT 06401	\$33,500.00

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #100-107)**

- 9. To approve the Renewal of Contract #50478-2-2 to Cohen’s Key Shop, Inc., 127 Fitch St., New Haven, CT for On Call Locksmith & Hardware Repair Services for the NHPS for FY 2019-2020, in an amount not to exceed \$50,000.

**Funding Source:** 2019-2020 Capital Projects  
**Presenter:** Mr. Joseph Barbarotta  
**(Pages #108-110)**



**NEW HAVEN PUBLIC SCHOOLS**

**AGREEMENT  
By And Between  
The New Haven Board of Education  
AND**

**Little Scientists, LLC**

FOR DEPARTMENT/PROGRAM:

**Brennan Rogers School of Communications and Media**

This Agreement entered into on the 21st day of March, 2019, effective (*no sooner than the day after Board of Education Approval*), the 22nd day of April, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Little Scientists, LLC located at, 25 Higgins Drive, Milford, CT 06460 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$175.00 session, for a total of 57 sessions.

The maximum amount the contractor shall be paid under this agreement: Nine thousand nine hundred and seventy-five dollars (\$9,975). Compensation will be made upon submission of an itemized invoice which, includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by **Brennan Rogers School of Communications and Media Program** of the New Haven Board of Education,

**Account Number:** 2018-2019 Title 1 Program 2531 0021 56694 0021

This agreement shall remain in effect from April 22, 2019 to June 30, 2019.

**SCOPE OF SERVICE:** *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable.*

In general, this program will consist of a comprehensive after-school & before-school science program for students in grades 1-3 at **Brennan Rogers School of Communications and Media**. Little Scientists After-School & Before-School Science Program includes the science curriculum, all durable and consumable materials, student booklets, and science notebooks. Students in each grade will be recruited through teacher leaders in each grade level. As in all afterschool programs, Little Scientists shall take attendance, and be responsible for effective practice based science

investigations that meet the New Haven, State of Connecticut, and Next Generation Science Standards (NGSS).

***Exhibit B: Student Data and Privacy Agreement: Attached***

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney’s fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor’ breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days’ written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

Dr. Heidi G-D

\_\_\_\_\_  
Contractor Signature

President  
New Haven Board of Education

1/8/19  
Date

\_\_\_\_\_  
Date

Dr Heidi Gold-Dworkin CEO  
Contractor Printed Name & Title

Revised: 10/2/18



# Little Scientists®

## Scope of Services

*Little Scientists® as a Community Partner with New Haven Public Schools.*

Little Scientists® is excited to continue its partnership with New Haven Public Schools to offer comprehensive Before & After-School Science Programming for students at Brennan Rogers School of Communications and Media. The academic goal of the Little Scientists® Program will be to use the excitement of scientific investigations to engage students in improving literacy, mathematics, critical thinking, scientific, and problem-solving skills. The Little Scientists® Curriculum Program follows scientific-based research that ensures students meet academic goals as defined in the New Haven Public School Curriculum, the Connecticut State Science Standards, Common Core State Standards, and the Next Generation National Science Education Standards. Each class will follow Little Scientists® Curriculum utilizing the Little Scientists® teacher's manual which is aligned to the City of New Haven's Science curriculum. All hands-on, minds-on, inquiry-based science materials will be supplied by Little Scientists®. Students will spend 45 minutes /day performing hands-on, minds-on, inquiry-based science experiments and investigations.

Student achievement will be determined on an individual basis using the following criteria: pre and post science assessment, participation in the investigations, completing science notebooks, making predictions, asking inquiring questions, making observations, completing "hands-on/minds-on experiments, showing interest in science and learning in general, and communicating their findings. There is a home-school connection to the program where students will always take home a project they make, and a booklet that summarizes each lesson. The booklet contains a related experiment they can perform at home.

Little Scientists has worked with New Haven's students and teachers since 1998 as part of several evaluated school and summer programs. Rigorous evaluations by "the 21st Century" after school program have continuously validated this program over the last 15 years. The effectiveness of the Little Scientists Program in improving student academic performance in science has been well documented (see <http://www.little-scientists.com/LittleScientistsImprovesScores.pdf>). These results show that school districts that have used Little Scientists programs have increased science scores on standardized tests. For example, districts in Connecticut using Little Scientists showed a 10.2% increase year to year in science goal on elementary science CMT scores compared to equivalent districts. Summer programs using a pre/post test model in New Haven schools show overall a 30% increase in student science content knowledge.

Little Scientists Before & After-School Science Program includes the science curriculum, all durable and consumable materials, student booklets, and science notebooks.

**Compensation:** Little Scientists will receive \$175.00 per science lesson. 57 lessons at a total cost of \$9,975.00

Little Scientists®  
25 Higgins Drive  
Milford, CT. 06460  
203-783-1114  
[www.Little-Scientists.com](http://www.Little-Scientists.com)



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

**STUDENT DATA PRIVACY AGREEMENT  
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.



5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

CONTRACTOR: Sergio Rodriguez AMENDMENT #: 3  
GRANT # if applicable: N/A AGREEMENT #: 95265010

**ATTACH COPY OF FULLY EXECUTED AGREEMENT**

GRANT NAME: McKinney Vento Grant DATE: 4/2/2019

FUNDING SOURCE FOR AGREEMENT: McKinney Vento Grant

ACCT # FOR AGREEMENT: 2503-5027-56697

ORIGINAL AMOUNT OF AGREEMENT: \$39,200.00

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$66,147.64

X ACTUAL OR ESTIMATE

AMOUNT OF THIS AMENDMENT: \$ 0

INCREASE OR DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$66,147.64

**FUNDING SOURCE & ACCT # FOR AMENDMENT:**

**DESCRIPTION AND NEED FOR AMENDMENT:** This amendment is needed to change on amendment # 2, the McKinney Vento Grant Account # 2503-5027-56694 to McKinney Vento Grant Account # 2503-5027-56697.

**ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT**

CONTRACTOR'S SIGNATURE: Sergio Rodriguez 4/9/19  
(Name) (Date)

\_\_\_\_\_  
(Title)

NEW HAVEN BOARD OF EDUCATION:

\_\_\_\_\_  
President

\_\_\_\_\_  
(Date)

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

**CONTRACTOR:** Sergio Rodriguez **AMENDMENT #:** 2  
**GRANT # if applicable:** N/A **AGREEMENT #:** 95265010

**ATTACH COPY OF FULLY EXECUTED AGREEMENT**

**GRANT NAME:** \_\_\_\_\_ **DATE:** 1/15/2019

**FUNDING SOURCE FOR AGREEMENT:**

**ACCT # FOR AGREEMENT:**

**ORIGINAL AMOUNT OF AGREEMENT:** \$39,200.00

**AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT:** \$39,200.00

X  **ACTUAL** OR       **ESTIMATE**

**AMOUNT OF THIS AMENDMENT:** \$ 26,947.64

X  **INCREASE** OR       **DECREASE**

**AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT:** \$66,147.64

**FUNDING SOURCE & ACCT # FOR AMENDMENT:**

**DESCRIPTION AND NEED FOR AMENDMENT:** This amendment is needed to extend the agreement and the payroll withholdings, and to change the funding source from Title 1 Carryover to McKinney Vento Grant Account # 2503-5027-56694, starting February 25<sup>th</sup>, 2019 to June 28<sup>th</sup>, 2019.

The following changes are to be made in the **Compensation** section:

1. A daily rate of \$280.00 per 7 hour day for 89 days, for a total of \$24,920.00 will be paid to the contractor.
2. The FICA withholding shall be \$ 1,858.18, and the Workers Compensation withholding shall be \$169.46.
3. The total amount of this amendment is \$26,947.64 and the maximum amount the contractor shall be paid under this agreement \$24,920.00.

**ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT**

**CONTRACTOR'S SIGNATURE:** \_\_\_\_\_ (Name) \_\_\_\_\_ (Date)

\_\_\_\_\_  
(Title)

**NEW HAVEN BOARD OF EDUCATION:**

\_\_\_\_\_  
President (Date)

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

CONTRACTOR: Sergio Rodriguez AMENDMENT #: 1  
GRANT # if applicable: N/A AGREEMENT #: 95265010

ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: Title 1 DATE: 8/2/2018

FUNDING SOURCE FOR AGREEMENT: Title 1

ACCT # FOR AGREEMENT: 2531-5201-56694-0000

ORIGINAL AMOUNT OF AGREEMENT: \$40,000.00

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$40,000.00

X ACTUAL OR ESTIMATE

AMOUNT OF THIS AMENDMENT: \$800.00

INCREASE OR X DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$39,200.00

FUNDING SOURCE & ACCT # FOR AMENDMENT: 2531-5265-56694-0000

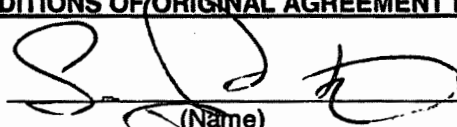
**DESCRIPTION AND NEED FOR AMENDMENT:** This amendment is needed to correct the total value of the agreement and the payroll withholdings, to change the funding source from Title 1 to Title 1 Carryover and to add clarifying language regarding the rate of payment.

The funding source is to be changed from Title 1 2531-5201-56694-0000 to Title 1 Carryover 2531-5265-56694-0000

The following changes are to be made in the Compensation section:

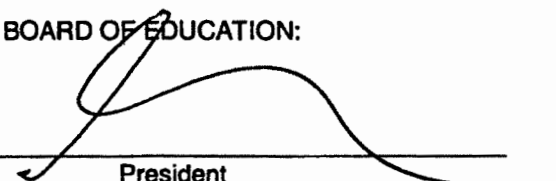
1. The amount of "\$1,400 per week" shall be changed to "\$280.00 per 7 hour day or pro rata portion thereof" and the term of "28 weeks" shall be changed to "140 days"
2. The FICA withholding shall be reduced from \$3,060.00 to \$2,998.80 and the Workers Compensation withholding shall be reduced from \$272.00 to \$266.56.
3. The total amount of the agreement shall be reduced from \$40,000.00 to \$39,200.00 and the maximum amount the contractor shall be paid under this agreement shall be reduced from \$36,668.00 to \$35,934.64

**ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT**

CONTRACTOR'S SIGNATURE:  8/2/18  
(Name) (Date)

Contract Employee  
(Title)

NEW HAVEN BOARD OF EDUCATION:

 9/12/18  
President (Date)

# AGREEMENT NO. 95265010

## AGREEMENT By And Between The New Haven Board of Education AND

Sergio Rodriguez

### FOR DEPARTMENT/PROGRAM:

**Office of Youth, Family and Community Engagement/Title I Program**

This Agreement entered into on the 23<sup>rd</sup> day of July, 2018, effective (no sooner than the day after Board of Education Approval), the 24<sup>th</sup> day of July, 2018, by and between the New Haven Board of Education (herein referred to as the "Board") and, Sergio Rodriguez, located at 142 Judwin Avenue, New Haven CT 06515 (herein referred to as the "Contractor").

Fiscal support for this Agreement shall be by Title I Program of the New Haven Board of Education Account Number: 2531- 5201 – 56694- 0000 for \$40,000.00.

### SCOPE OF SERVICE:

This agreement is established in response to the Federal mandate, which requires school districts receiving Title I monies to provide and designate a point of contact for all youth residing in and out of home care through the state child welfare agency Connecticut Department of Children and Families (CT-DCF), ensuring the educational stability of children in foster care throughout the district. This contract also supports the requirements of the federally mandated McKinney Vento Act that ensures district supports for homeless and unaccompanied youth.

The contractor will work with New Haven Public Schools Office of Youth, Family and Community Engagement as it's point contact (POC) for DCF, their families and other community-wide agencies serving foster, homeless and unaccompanied youth, collaborating efforts to comply with the Federal mandates and increase access to school placement and youth's educational stability and success.

Specifically, the contractor will be expected to:

- Be the District Point of Contact for NHPS and collaborate and coordinate with the points of contact for the Connecticut Department of Education (CSDE) and the Department of Children and Families (DCF)
- POC will coordinate all notifications, records and other necessary data regarding children placed in out of home care and/or moved in the foster care system, who are entitled to receive their education within or by the NHPS district
- Support NHPS in developing a tracking system designed to facilitate all necessary requirements for enrollment of students into the NHPS, i.e., transfer records,

immunization and medical records, IEP and Section 504 plans. The POC will assist in expediting the transfer of this information (from SDE, when appropriate) through developing a collaborative of key community partners to assist in expediting the children's placement in a classroom; to include coordination of transportation, as necessary

- Identify needs and coordinate training sessions in collaboration with YFCE to NHPS staff on topics addressing the needs of both children in foster care and the McKinney Vento students
- Coordinate all recommendations for trainings for both youths in foster care and foster parents as well as those homeless and undocumented youth (McKinney Vento families)
- Design and present to NHPS administration a Case Management Support model for both youths in foster and homeless youth and assist with the implementation approved by the NHPS administration through staff trainings
- Ensure the identification of unaccompanied minors; working with YFCE to develop activities and events that improve and expand partnerships and the safety net with both the community providers and the community residents as resources. A community wide forum for families and community providers will be hosted by NHPS under this contractor's coordination
- Collaborate with Parent Engagement and Dropout Prevention Coordinators and other designated appropriate NHPS staff to ensure services aligned with ESSA and McKinney Vento
- Maintain liaison with CSDE and implement any new technology and tracking tools to enhance the compliance with these Federal funding sources

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of **\$1,400.00 per week** for up to a maximum of **28 weeks**. As a contracted employee, the following payments will also be included in this contract: FICA/Medicaid (7.65%) for a total of \$3,060.00; Workers Compensation (.68%) for a total of \$272.00. The maximum amount the contractor shall be paid under this agreement: Thirty Six Thousand Six Hundred Sixty Eight Dollars (\$36,668.00). The total amount of this agreement shall not exceed: **Forty Thousand Dollars (\$40,000.00)**. Compensation will be made upon submission of **an itemized invoice which includes a detailed description of work performed and date of service.**


This agreement shall remain in effect from **July 23, 2018** to **June 30, 2019**.

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education prior to service start date. Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

  
Contractor Signature

  
President  
New Haven Board of Education

June 15, 2018  
Date

7/23/18  
Date

Sergio Rodriguez  
Contractor Printed Name & Title

Revised: 7/17

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

CONTRACTOR: Alive, Foundation for the Arts and Trauma AMENDMENT #: 1

GRANT # if applicable: N/A AGREEMENT #: 95170204

ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: DATE: 3/13/2019

FUNDING SOURCE FOR AGREEMENT:

ACCT # FOR AGREEMENT:

ORIGINAL AMOUNT OF AGREEMENT: \$152,212.50

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$152,212.50

X ACTUAL OR        ESTIMATE

AMOUNT OF THIS AMENDMENT: \$ 0

       INCREASE OR        DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$152,212.50

FUNDING SOURCE & ACCT # FOR AMENDMENT:

**DESCRIPTION AND NEED FOR AMENDMENT:** This amendment is needed to change the funding source from Title I 2531-5170-56694 to Title I 2531-5256-56694.

**ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT**

CONTRACTOR'S SIGNATURE:

*Donald R. Howard*  
(Name)

3/13/19  
(Date)

President  
(Title)

NEW HAVEN BOARD OF EDUCATION:

\_\_\_\_\_  
President

\_\_\_\_\_  
(Date)





NEW HAVEN PUBLIC SCHOOLS

AGREEMENT AGREEMENT NO. 95170204

By And Between

The New Haven Board of Education

AND

Alive, Foundation for the Arts and Trauma

FOR DEPARTMENT/PROGRAM:

Youth, Family and Community Engagement

This Agreement entered into on the 25th day of February 2019, effective (no sooner than the day after Board of Education Approval), the 26th day of February, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Foundation for the Arts and Trauma located at, 19 Edwards St, New Haven CT 06511 (herein referred to as the "Contractor").

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$112.75 per hour, for a total of 420 hours per school.

The maximum amount the contractor shall be paid under this agreement: One Hundred Fifty Two Thousand Two Hundred Twelve with Fifty Cents (\$152,212.50). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by Title I Program of the New Haven Board of Education, **Account Number:** 2531-5170-56694 **Location Code:** 0000.

This agreement shall remain in effect from February 26, 2019 to June 28, 2019.

**SCOPE OF SERVICE:** *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing is attached).*

The Foundation's ALIVE Programs will serve students from Kindergarten through 12<sup>th</sup> grade in Barnard, Quinnipiac and Hillhouse Schools. Programs include primarily in-school, in-classroom activities, individual stress reduction sessions, mentoring services, after school programs, and summer programs. A significant parent engagement component is integrated into these programs.

**Exhibit A: Scope of Service** Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

**Exhibit B: Student Data and Privacy Agreement: Attached**

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

  
\_\_\_\_\_  
Contractor Signature

  
\_\_\_\_\_  
President  
New Haven Board of Education

2/6/19  
\_\_\_\_\_  
Date

2/25/19  
\_\_\_\_\_  
Date

DAN R. JOHNSON, President  
\_\_\_\_\_  
Contractor Printed Name & Title

Revised: 10/2/18



NEW HAVEN PUBLIC SCHOOLS

## AGREEMENT

By And Between

The New Haven Board of Education

AND

The Urban Schools Human Capital Consulting Group

FOR DEPARTMENT/PROGRAM:

**Human Resources Department**

This Agreement entered into on the 23rd day of February 2019, effective (*no sooner than the day after Board of Education Approval*), and the 23rd day of February, 2019, by and between the New Haven Board of Education (herein referred to as the “Board” and, The Urban Schools Human capital Services Group, (USHCA), located at, 11160 C-1 South Lakes Drive, Suite 704, Reston, VA 20191 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$12,500.

The maximum amount the contractor shall be paid under this agreement: Twelve thousand five hundred dollars and no cents (\$12,500). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by **Alliance Program** of the New Haven Board of Education, **Account Number: 2547-6108-56694 Location Code: 0000.**

This agreement shall remain in effect from February 23, 2019 to June 30, 2019.

**SCOPE OF SERVICE:** To provide review and recommend streamlining of on-boarding process for new staff, employee transfers and job posting, and a review of the posting to job offer process.

*Exhibit A: Scope of Service: Attached*

*Exhibit B: Student Data and Privacy Agreement: Attached*

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

*Elizabeth Arons*

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

\_\_\_\_\_  
Date 4-10-19

\_\_\_\_\_  
Date

\_\_\_\_\_  
Elizabeth Arons, Chief Executive Officer  
Contractor Printed Name & Title

Revised: 10/2/18

## Overview

The New Haven Public Schools is the second largest public-school district in Connecticut. The New Haven public school district boasts a student population of more than 20,000 spread across 49 schools that include 29 elementary schools, 9 middle schools, 7 high schools, and 4 transitional schools. New Haven has one of the state's largest inter district magnet schools of choice program, attracting a high number of students from neighboring suburban districts who seek high-quality educational options.

Dr. Carol D. Birks assumed the leadership of the school system in March 2018. Despite its many achievements, like many urban school districts, New Haven Public Schools still faces many challenges, including issues of equity throughout the system, significant financial constraints, and gaps in student opportunities and achievement levels.

## Proposed Scope of Work for April 23, 24, 25, 2019 with follow-up through the end of school

The Urban Schools Human Capital Academy Consulting Group proposes:

- Three days on the ground to spearhead the streamlining and process redesign of two critical areas of work:
  1. Review the processes about how the district on-boards new staff, changes in an employees' location from transfers or staff reductions, and adjustments to salary.
  2. Review the process from posting a position - to the job offer
- Each of these processes will be reviewed in order to assess:
  - Whether sufficient staff are appropriated to each critical function
  - Are there technology solutions to paper-driven processes?
  - How can errors be reduced and the timeline for accomplishing the transaction in a reasonably time
  - Monitor service delivery model to determine gaps in functionality
- Close communication and alignment with the superintendent and chief human resources officer to help implementation and decision-making

## Service Provided by USHCCG:

Activity	Description	Cost
Process identification and redesign	Identify dysfunctional or outmoded processes and practices; assemble the involved staff; streamline and redesign significantly for efficiency and effectiveness; ensure processes are user-friendly; initiate application of technology to new process; develop a plan for implementation for each process with specific steps, deadlines and responsible staff accountable for implementation <b>Estimated number of days: 3 days for 2 USHCA Partners</b>	\$7,200
	<b>Total</b>	<b>\$7,200</b>

**Travel and Administrative Costs:**

Travel for Component 1: Estimated	Airfare	\$1,800
	Hotel	\$ 1,800
	Rental cars	\$ 500
	Meals	\$ 250
	Parking - airport	\$ 100
	<b>Total</b>	\$4650
Administrative Cost	<b>Total</b>	\$ 850
<b>TOTAL</b>		<b>\$12,500</b>

**Total Cost**

We estimate that all components of this proposal will cost approximately \$ 12,500. Travel expenses (flight, lodging, meals, etc.) are included in the cost.

**Next Steps**

Review this proposal and respond to Elizabeth Arons at [earons@theushca.org](mailto:earons@theushca.org) with questions and clarifications.

**USHCCG Team:**

**Susan Marks** has been an educator since 1972, serving first as a speech pathologist and special education teacher in Connecticut and Maryland. She moved into school administration in 1986 as an assistant principal at the elementary level and a principal in 1988, serving for eight years in that role in Montgomery County, Maryland. Susan moved into the central office of Montgomery County heading up their Global Access Technology division as their Chief Information Officer. In 2000, Susan expanded her leadership capacity by joining the Office of School Performance in Montgomery County, a leading initiative nationwide in the supervision and support of school principals. Susan's role as a Community Superintendent, supervising the academic growth of 30 schools for six years, led her to her next position as an Associate Superintendent for Human Resources, in Montgomery County Public Schools, for four years. Susan's promotion to the Superintendency in Norwalk, CT, was a natural blending of all the skills she had acquired throughout her career in Montgomery County. As Superintendent, she provided visionary leadership to the 11,000 students and 1,500 employees of the Norwalk Public Schools (NPS). NPS is the 6th largest school district in Connecticut and has 19 schools. The student population is richly diverse, and students speak over 30 languages. The school district has a nationally recognized music program and the student graduation rate is over 90%. She worked closely with the Board of Education and stakeholders to ensure that all students have a strong instructional program, prepared the annual operating and capital budgets, oversaw the preparation and submission of state and federal applications and reports, and recommended the appointment and termination of all personnel. Susan has worked as an Urban Schools Human Capital Academy Partner since 2013.

**Craig Chin** completed six years at the Boston Public Schools, where he first started as a Broad Resident following several years as a management consultant. His work as an independent consultant focused on

supporting district- and state-level reform efforts through improved human capital strategy development, implementation, and system transformation.

In his most recent position as the Assistant Superintendent of Human Resources in Boston, Craig served on the Superintendent's leadership team and led the district's human capital initiatives with particular emphasis on school turnaround efforts as well as the implementation of a new performance management system. He also played a key leadership role in a human resources reinvention initiative, as well as implementing Race to the Top, Teacher Incentive Fund, and Teacher Quality Partnership funded initiatives. Previously, Craig served as the Assistant Chief Operating Officer, supervising multiple departments where he utilized his extensive experience in operational improvement/redesign, budget planning and cost control, school closings, school choice, organizational alignment, technology, and strategic planning.

Craig has also worked in management consulting with Ernst & Young, Grant Thornton, and Benchmarking Partners. Craig has been a USHCA Partner since the creation of the Academy. He has worked with multiple districts and state departments of education. Craig's clear understanding of strategic human capital has made him a sought-after consultant. He holds a Bachelor of Science Degree in Mechanical Engineering from Tufts University and an MBA from the McDonough School of Business at Georgetown University.



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

**STUDENT DATA PRIVACY AGREEMENT  
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.



5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18

# ABSTRACT

## SPECIAL FUND PROPOSAL

### Section I. BASIC INFORMATION

Proposed Project Title: Open Choice

Grant Source and Agency: Connecticut State Department of Education

Total Amount Requested: \$612,698

Due Date of Application:  
March 2018

System Contact: Michele Bonanno

Telephone #: 475-220-1391

Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

The CT State Department of Education's Open Choice program, which is managed by ACES, is a program designed to reduce racial, ethnic, and economic isolation and to increase academic achievement. The program offers students in surrounding towns the opportunity to attend NHPS non-Interdistrict magnet schools.

GRANT PERIOD:

From: 07/01/2018

To: 06/30/2019

New

Continuation

Previous Bd. of Ed. Approval:

Planning

Operational

Bd. of Ed. Information

Action

Information

Support

Competitive

Entitlement

Grant

PROPOSAL DEVELOPERS:  
Michele Bonanno

TARGET: Schools/Unit: Bishop Woods, Brennan-Rogers, Celentano, Roberto Clemente, Conte-West Hills, Elm City Montessori, Quinnipiac, Strong, James Hillhouse, Wilbur Cross

No. of Students: 179 Grade Level(s): PK-12

Eligibility Criteria: ACES Open Choice Lottery

### CENTRAL OFFICE USE ONLY - MUST REMAIN ON PAGE 1

#### ABSTRACT TIMETABLE

Return to: \_\_\_\_\_

Received: \_\_\_\_\_

Board of Education FINANCE & OPERATIONS Meeting Date 4/15/19

Board of Education Meeting Date: 4/22/19

Due Date to Grantor: \_\_\_\_\_

#### REVIEW

Grants Manager 

Finance Manager 

Human Resource Manager \_\_\_\_\_

Proposed Project Title: Open Choice Program

Total Amount Requested: \$612,698

Proposed Grant Receiving Agency: New Haven Public Schools

**SECTION II: FISCAL INFORMATION**

**PERSONNEL**

# FT	#PT		COST
		Administrators	\$
		Teachers	\$
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
		Others	\$
		Stipend	\$
		Longevity	
		<b>SUBTOTAL</b>	<b>\$</b>

**NON PERSONNEL**

	COST
Supplies & Materials	\$
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$
Equipment	\$
Other	\$612,698
Indirect Costs, if allowed	\$
<b>TOTAL NON- PERSONEL</b>	<b>\$612,698</b>

**FIXED COSTS:**

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$
Workmen's Compensation	\$
<b>SUBTOTAL</b>	<b>\$</b>
<b>TOTAL PERSONNEL &amp; FIXED COSTS</b>	<b>\$</b>

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

**SECTION IIA: BUDGET EXPLANATION**

The following categories must be explained:

**All Personnel:** explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and amounts to be paid by grant and by NHPS. **Other;** and **All Non- Personnel items.** If additional space is needed, continue to next page.

The CT State Department of Education awards \$3,000 per student enrolled via the Open Choice Program. The total number of students enrolled for SY 18-19 is 194 for a total of \$582,000 with an additional \$30,698 for schools with students enrollment of 10 or greater (see attached worksheet for student count by school).

Proposed Project Title: Open Choice Program

Total Amount Requested: \$612,698

Proposed Grant Receiving Agency: New Haven Public Schools

**SECTION III: SYSTEM OBLIGATIONS**

Project support from other programs:  None  Yes Explain:

Linkage with other programs:  None  Yes Explain:

Local Fiscal costs, (include renovation):  None  Yes Explain:

Future local personnel obligations:  None  Yes Explain:

**PROJECT OR GRANT REQUIREMENTS**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Local Maintenance          | <input type="checkbox"/> Replication        | <input type="checkbox"/> Parent Involvement       |
| <input type="checkbox"/> In-Service Training        | <input type="checkbox"/> Advisory Committee | <input type="checkbox"/> Linkage w/other Programs |
| <input type="checkbox"/> Non-Public School Involved |   | <input type="checkbox"/> Dissemination            |

**ADDITIONAL RESTRICTIONS OR CONCERNS**

SUBMITTING ADMINISTRATOR:  4/2/19  
Signature Date

Proposed Project Title: Open Choice Program

Total Amount Requested: \$612,698

Proposed Grant Receiving Agency: New Haven Public Schools

**SECTION IV: PROPOSED PERSONNEL**

List, **individually**, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below.

N/A

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
N/A							

**V. PROPOSED CONTRACTS**

List **individually**, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
N/A			

**VI. ADDITIONAL INFORMATION:**  
**Please Answer All Questions -- Use Additional Pages if Necessary**

**1. Please state specific goals for this grant or the grant period.**

The goal of the Open Choice Program is to encourage out-of-district students to attend New Haven schools that are not Interdistrict Magnet schools. This aligns perfectly to our district goals related to "School Choice" giving parents another option for their child's education while expanding the racial, ethnic and economic diversity of the receiving schools' total enrollment.

**a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:**

The families who choose to have their children in one of the Open Choice schools are given the opportunity to succeed in a rigorous academic environment designed to meet high State and National standard.

**2. How does this grant address School Reform goals?**

The goals of Open Choice are to reduce racial, ethnic and economic isolation and to increase academic achievement. This goal aligns with the District's goal of providing high quality education for All students.

**3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)**

The Open Choice program is important as it supports the district's continuing commitment to raise academic standards and close the achievement gap between groups of students. Ultimately, preparing students to live and work in a diverse community and compete in a global economy.

**REQUIRED:**

**A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.**

**NEW HAVEN PUBLIC SCHOOLS**  
**SY 18-19**  
**Open Choice Student Enrollment Count**

School	Total	Grant Amount \$3,000 pp	* Additional Entitlement \$180.58	Grand Total
Bishop Woods	1	\$ 3,000	\$ -	\$ 3,000.00
Brennan-Rogers	27	\$ 81,000	\$ 4,875.66	\$ 85,875.66
Celentano	37	\$ 111,000	\$ 6,681.46	\$ 117,681.46
Clemente	3	\$ 9,000	\$ -	\$ 9,000.00
Conte-West Hills	57	\$ 171,000	\$ 10,293.06	\$ 181,293.06
East Rock	10	\$ 30,000	\$ 1,805.80	\$ 31,805.80
Elm City Montessori	17	\$ 51,000	\$ 3,069.86	\$ 54,069.86
Hillhouse	3	\$ 9,000	\$ -	\$ 9,000.00
JS Martinez	3	\$ 9,000	\$ -	\$ 9,000.00
Quinnipiac K-5	8	\$ 24,000	\$ -	\$ 24,000.00
Strong	6	\$ 18,000	\$ -	\$ 18,000.00
Wilbur Cross	22	\$ 66,000	\$ 3,972.16	\$ 69,972.16
<b>Totals</b>	<b>194</b>	<b>\$ 582,000</b>	<b>\$ 30,698</b>	<b>\$ 612,698</b>
As of 10/1/2018				

\*Additional Entitlement: CSDE awarded additional funds to Districts for schools with OC student enrollment of 10 or greater. NHPS received additional funds for 170 students enrolled at Brennan, Celentano, Conte, East Rock, Elm City Montessori and Wilbur Cross. Additional per pupil = \$180.58 (Adjusted Wilbur Cross by \$.60 to round to total amount).

# ABSTRACT

## SPECIAL FUND PROPOSAL

### Section I. BASIC INFORMATION

**Proposed Project Title:** NHPS Head Start State Enhancement

**Grant Source and Agency:** State Department of Education

**Total Amount Requested:** \$132,078

**Due Date of Application:**  
7/1/2018

**System Contact:** Mary Derwin

**Telephone #:** (475) 220-1395

**Description of Project:** Funds will be used to provide five days of professional development in the area of STEM to Head Start staff. Teachers will also be provided with materials to support inclusion of STEM activities as well as follow up coaching.

**GRANT PERIOD:**

From: 7/1/2018

To: 6/30/2019

New

Continuation

**Previous Bd. of Ed. Approval:**

Planning

Operational

**Bd. of Ed. Information**

Action

Information

Support

Competitive

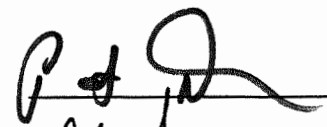
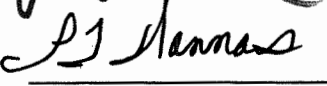
Entitlement

Grant

**TARGET: Schools/Unit:** 7  
**No. of Students:** 528 Grade Level(s): Pre-K

**PROPOSAL DEVELOPERS:**  
Mary Derwin

**CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1**

ABSTRACT TIMETABLE	REVIEW
Return to: _____	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Grants Manager _____</p> <p>Finance Manager _____</p> <p>Human Resource Manager _____</p> </div> <div style="width: 50%; text-align: center;">    </div> </div>
Received: _____	
Board of Education FINANCE & OPERATIONS Meeting Date <u>4/15/19</u>	
Board of Education Meeting Date: <u>4/22/19</u>	
Due Date to Grantor: _____	



Proposed Project Title: State Head Start Enhancement Grant

Total Amount Requested: \$132,078

Proposed Grant Receiving Agency: Basic Head Start

**SECTION II: FISCAL INFORMATION**

**PERSONNEL**

# FT	#PT		COST
		Administrators	\$
		Teachers	\$
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
		Others	\$
40		Stipend	\$12,880.00
		Longevity	
		<b>SUBTOTAL</b>	<b>\$12880.00</b>

**NON PERSONNEL**

	COST
Supplies & Materials	\$62,766.
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$40,555.
Equipment	\$
Other	\$10,450.
Indirect Costs, if allowed	\$
<b>TOTAL NON- PERSONEL</b>	<b>\$113,771.00</b>

**FIXED COSTS:**

Health Benefits	\$5152.00
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$187.00
Workmen's Compensation	\$88.
<b>SUBTOTAL</b>	<b>\$5427.00</b>
<b>TOTAL PERSONNEL &amp; FIXED COSTS</b>	<b>\$18,307.00</b>

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

**SECTION IIA: BUDGET EXPLANATION**

The following categories must be explained:

**All Personnel:** explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down **percentages and amounts to be paid by grant and by NHPS**. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

**Personnel**

- Teachers will be given a stipend to attend the after- hours professional development.

**Contractors**

- The contracted services covers the professional development as well as the follow up coaching for teachers.

**Supplies & Materials**

- Supplies and materials are the STEM materials that teachers will receive to implement the program in their classrooms.

**Other**

- Other materials are the cost of both in school and out of school field trips for every child as well as Family Science Nights at the Head Start sites.

Proposed Project Title: State Head Start Enhancement Grant

Total Amount Requested: \$132,078

Proposed Grant Receiving Agency: Basic Head Start

**SECTION III: SYSTEM OBLIGATIONS**

Project support from other programs:  None  Yes Explain:

Linkage with other programs:  None  Yes Explain:

Local Fiscal costs, (include renovation):  None  Yes Explain:

Future local personnel obligations:  None  Yes Explain:

**PROJECT OR GRANT REQUIREMENTS**

- Local Maintenance       Replication       Parent Involvement
- In-Service Training       Advisory Committee       Linkage w/other Programs
- Non-Public School Involved       Dissemination

**ADDITIONAL RESTRICTIONS OR CONCERNS**

SUBMITTING ADMINISTRATOR: Mary Derwin      4/5/19  
Signature      Date

Proposed Project Title: State Head Start Enhancement Grant

Total Amount Requested: \$\$132,078

Proposed Grant Receiving Agency: Basic Head Start

**SECTION IV: PROPOSED PERSONNEL**

List, individually, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
22		Certified Teachers	Preschool Classroom Head Teachers	5 days (2 hours per session)		Yes	
18		Paraprofessionals	Preschool Classroom Head Teachers	5 days (2 hours per session)		Yes	

**V. PROPOSED CONTRACTS**

List individually, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Lisa Swain	STEM coaching	\$125 per hour	\$12,375.

**VI. ADDITIONAL INFORMATION:**

**Please Answer All Questions -- Use Additional Pages if Necessary**

1. **Please state specific goals for this grant or the grant period.**  
 Provide professional development in the area of STEM to Head Start staff. The staff will receive three days of initial training with two follow up days. Classroom staff will also receive materials that will support the inclusion of STEM activities in their daily classroom experiences. Additional enrichment will include outreach visits by the Connecticut Science Center as well as student field trips. Student learning will be shared with family members during "STEM Family Nights"
  - a. **If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:**
  
2. **How does this grant address School Reform goals?**  
 This grant addresses the goals of increasing student achievement, culture and climate as well as family and community engagement. This proposal utilizes highly engaging materials and lessons to deepen teacher practice and student achievement.
  
3. **Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)**

This project is designed to enhance the learning experience for all New Haven Head Start students as well as strengthen teacher instructional practices. Teachers will be receiving five days of professional development (PD) in the area of Science, Technology, Engineering and Mathematics (STEM). STEM naturally lends itself to the integration of the Head Start Standards of Cognition: Scientific Reasoning,

Mathematical Reasoning, and Language/Literacy as well as the corresponding Connecticut Early Learning and Development Standards (CT ELDS). The professional development was delivered in three initial PD sessions with two follow up sessions. In an effort to maintain equity, the PD occurred after school hours and teachers were given a stipend to attend. Every participant also received a set of STEM materials to support the inclusion of STEM activities in their classrooms. A STEM coach will also be observing, co-teaching and modeling lessons for classroom teachers in an effort to increase their teacher practice and student engagement. Students will be participating in outreach visits by the Connecticut Science Center to enrich their learning as well as take part in local science based field trips. The sharing of learning will take place with family at "Family STEM Nights" throughout the district. These evenings will allow the students to be the "Resident Scientist" for their families, demonstrating science experiments and their learning.

**REQUIRED:**

**A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.**

# ABSTRACT

## SPECIAL FUND PROPOSAL

### Section I. BASIC INFORMATION

**Proposed Project Title:** New Haven Public Schools Cross Program Management and Planning Team

**Grant Source and Agency:** W.K Kellogg Foundation

**Total Amount Requested:** \$67,000.      **Due Date of Application:** Rolling Submission

**System Contact:** Dr. Carol Birks, Grantee Legal Designee  
Linda Hannans, Grantee Financial Designee  
Ivelise Velazquez, Project Director or Coordinator

**Telephone #:** (475) 220-4000

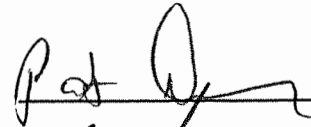

**Description of Project:**

To establish an early childhood programs planning and management team in the City of New Haven Public Schools System including membership, meeting times, roles and responsibilities. Developed by the Yale Child Study Center, the School Planning and Management Team (SPMT) is guided by three principles: decision making by consensus, no fault problem solving, and collaboration. The SPMT creates a city wide team including Head Start, School Readiness and Magnet School leaders where stakeholders (e.g., administrators, teachers, parents, students, and support staff) come together to pool their wisdom in order to plan the social, academic, and staff development programs that will improve whole child focus, teaching and learning; and, the overall functioning of early childhood programs in New Haven Public Schools. This project will help to develop a strategic plan to advance the alignment of the early childhood programs including issues of curriculum, data collection including formative assessment, communication (e.g, single, joint or shared marketing, centralized registration, parent and family engagement, professional development).

**TARGET: Schools/Unit:** 25 Schools  
**No. of Students:** 1,400      **Grade Level(s):** Pre-K  
**Eligibility Criteria:** Residency, income (program dependent)

<b>GRANT PERIOD:</b>	
From: 3/01/2019	
To: 9/30/2019	
<input checked="" type="checkbox"/> <b>New</b>	<input type="checkbox"/> <b>Continuation</b>
<b>Previous Bd. of Ed. Approval:</b>	
<input checked="" type="checkbox"/> <b>Planning</b>	<input type="checkbox"/> <b>Operational</b>
<b>Bd. of Ed. Information</b>	
<input checked="" type="checkbox"/> <b>Action</b>	<input type="checkbox"/> <b>Information</b>
<input type="checkbox"/> <b>Support</b>	<input type="checkbox"/> <b>Competitive</b>
<input type="checkbox"/> <b>Entitlement</b>	<input type="checkbox"/> <b>Grant</b>

**PROPOSAL DEVELOPERS:**  
Ivelise Velazquez  
Mary Derwin

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
<p style="text-align: center; margin: 0;"><b>ABSTRACT TIMETABLE</b></p> <p>Return to: _____</p> <p>Received: _____</p> <p>Board of Education FINANCE &amp; OPERATIONS Meeting Date <u>4/15/19</u></p> <p>Board of Education Meeting Date: <u>4/22/19</u></p> <p>Due Date to Grantor: _____</p>	<p style="text-align: center; margin: 0;"><b>REVIEW</b></p> <p>Grants Manager <u></u></p> <p>Finance Manager <u></u></p> <p>Human Resource Manager _____</p>

**Proposed Project Title:** New Haven Public Schools Cross Program Management and Planning Team

**Total Amount Requested:** \$67,000.

**Proposed Grant Receiving Agency:** New Haven Public Schools

**SECTION II: FISCAL INFORMATION**

**PERSONNEL**

# FT	#PT		COST
		Administrators	\$5000
		Teachers	\$
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
		Others	\$
		Stipend	\$9439
		Longevity	
		<b>SUBTOTAL</b>	<b>\$14,439</b>

**NON PERSONNEL**

	COST
Supplies & Materials	\$ 4000
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$43,000.
Equipment	\$1000
Other	\$
Indirect Costs, if allowed	\$
<b>TOTAL NON- PERSONEL</b>	<b>\$48,000.</b>

**FIXED COSTS:**

Health Benefits	\$ 3775
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$ 722
Workmen's Compensation	\$ 64
<b>SUBTOTAL</b>	<b>\$4561</b>
<b>TOTAL PERSONNEL &amp; FIXED COSTS</b>	<b>\$19,000</b>

**Notes:**

- 1) **Total Personnel and Non Personnel columns must equal grant total.**
- 2) **The Abstract budget must be aligned with the Grant Application budget/ED114.**
- 3) **All applications should budget for staff development (stipends) and evaluation wherever appropriate.**

**SECTION IIA: BUDGET EXPLANATION**

The following categories must be explained:

**All Personnel:** explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down **percentages and amounts to be paid by grant and by NHPS.** **Other;** and

Stipends will compensate twenty-six individuals representing all stakeholder groups involved in Early Childhood Education for participation in workshops, trainings and meetings.

**All Non- Personnel items.**

The budget will support the purchase of technical assistance from the Yale Child Study Center for implementation of the School Management Team model for Early Childhood Programs funded or managed by the City of New Haven Public Schools. Activities include a baseline report, on boarding of leadership and professional development to sustain the implementation district-wide. Materials, equipment and supplies to support meetings, professional development and record keeping will be purchased.

**Proposed Project Title:** New Haven Public Schools Cross Program Management and Planning Team

**Total Amount Requested:** \$67,000.

**Proposed Grant Receiving Agency:** New Haven Public Schools

**SECTION III: SYSTEM OBLIGATIONS**

**Project support from other programs:**  None  Yes **Explain:** New Haven Public School's Head Start Program Federal Grant (US Department of Health and Human Services), Alliance Program, City of New Haven Board of Education

**Linkage with other programs:**  None  Yes **Explain:** New Haven Early Childhood Council, United Way, City of New Haven Transformation Plan Committee

**Local Fiscal costs, (include renovation):**  None  Yes **Explain:**

**Future local personnel obligations:**  None  Yes **Explain:**

**PROJECT OR GRANT REQUIREMENTS**

- Local Maintenance       Replication       Parent Involvement
- In-Service Training       Advisory Committee       Linkage w/other Programs
- Non-Public School Involved       Dissemination

**ADDITIONAL RESTRICTIONS OR CONCERNS**

**SUBMITTING ADMINISTRATOR:** Mary Derwin      3/18/19  
Signature      Date



**Proposed Project Title:** New Haven Public Schools Cross Program Management and Planning Team

**Total Amount Requested:** \$ 67,000.

**Proposed Grant Receiving Agency:** New Haven Public Schools

**SECTION IV: PROPOSED PERSONNEL**

List, individually, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
FT		School Readiness Lead Teacher	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Magnet Teacher	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Head Start Teacher certified	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Registration Staff	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Clerical	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Special Ed. Rep.	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Head Start Lead Teacher non Certified	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Magnet Paraprofessional	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		School Readiness Paraprofessional	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Head Start Paraprofessional	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
		Magnet Parent	Planning and management team member	Training Sessions and Monthly Meetings		No	
		School Readiness Parent	Planning and management team member	Training Sessions and Monthly Meetings		No	

		Head Start Parent	Planning and management team member	Training Sessions and Monthly Meetings		No	
FT		Health Director	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Head Start Director	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Asst..Head Start Director	Planning management team member	Training Sessions and Monthly Meetings		Yes	
FT		Project Site Director	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Project Site Director	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Administrator Magnet	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Administrator Mayo	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Union Steward Paraprofessional	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Union Steward Teachers	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Outreach Worker	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Social Worker	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Director School Readiness	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Security	Planning and management team member	Training Sessions and Monthly Meetings		Yes	
FT		Instructional Coach	Planning and management team member	Training Sessions and Monthly Meetings		Yes	

**V. PROPOSED CONTRACTS**

List **individually**, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate **N/A** in the chart below.

<b>Proposed Independent Contractor</b>	<b>Brief Description of Service</b>	<b>Proposed Pay Rate</b>	<b>Proposed Total</b>
Yale University (Yale Child Study Center)	Administrative Support & Materials Contractual Analysis & Report Professional Development Services Site Based Consultation		\$43,000.

**VI. ADDITIONAL INFORMATION:**

**Please Answer All Questions -- Use Additional Pages if Necessary**

**1. Please state specific goals for this grant or the grant period.**

The goals and related strategies to be accomplished specifically with WKKF funding to achieve the outcomes identified: To establish an early childhood programs planning and management team in the City of New Haven Public Schools System including membership, meeting times, roles and responsibilities. To develop a strategic plan to advance the alignment of the early childhood programs including issues of curriculum, data collection including formative assessment, communication e.g. single, joint or shared marketing, centralized registration, parent and family engagement, professional development, resource and materials allocation, site selection and development. Establish partnerships with United Way and other city programs which provide preschool programming to determine potential areas of alignment and to support transitions into New Haven Public Schools educational programs. To increase coordination and communication across three different early childhood programs managed by the New Haven Public Schools. To develop a list of three to five strategic actions that will support alignment across the New Haven Public School three preschool models for cross program action e.g. start times/program hours, centralized intake, site selection, formative assessment. To explore the feasibility of a city-wide marketing campaign for parents of preschool children for school year 2019-2020. To define and solve multiple challenges in providing services to over 2500 preschool children. Prepare educators with the competencies to create environments and/or cultures that enable them to provide all students with a sense of belonging, being valued, and aspirations for success. To engage district, state, and national authorities so that they can support integrated, developmental learning practices to become standard and sustained.

**a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed: N/A**

**2. How does this grant address School Reform goals?**

New Haven Public Schools' Mission, Vision, and values are to give all of our students a chance to rise – to learn and grow and pursue their dreams. COLLABORATION - We believe that a strong collaborative school system must be built on a foundation of respect and trust and that our ability to work effectively as a team is critical for giving students access to a great education. GROWTH AND INNOVATION - We believe the need to dramatically improve student learning in our schools is urgent and that it requires strong commitment to creativity, flexibility and change. EQUITY- We believe that all students – regardless of where they live or what school they go to – deserve a first-rate education that empowers them to pursue their dreams and rise to success in college, career and life. This project will create the coherence necessary to ensure quality, access and equity to all New Haven residents by collaborative work to build one system for New Haven Public School's preschool program.

3. **Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)**

This proposal is significant in order to ensure quality, access and empowerment of all families and community members. This groups' leadership will establish one set of expectations across the three types of preschool programs currently in managed through the public schools and establish one coherent plan for administrative support across all program models. Additionally, leadership will create one shared marketing and enrollment campaign, provide joint professional development and coaching, and leverage resources across all three programs to increase efficiencies and ultimately improve outcomes for students, staff, and families.

**REQUIRED:**

**A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO  
THE ABSTRACT.**

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

CONTRACTOR: Boys and Girls Club of New Haven AMENDMENT #: 1

GRANT # if applicable: 2547-900-6149-56905-0020 AGREEMENT #: 96149141

ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: Commissioner's Network Grant DATE: 2/11/19

FUNDING SOURCE FOR AGREEMENT: Commissioner's Network Grant

ACCT # FOR AGREEMENT: 2547-900-6149-56905-0020

ORIGINAL AMOUNT OF AGREEMENT: \$121,005

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$ 121,005

X  ACTUAL OR   ESTIMATE

AMOUNT OF THIS AMENDMENT: \$ 27,144


INCREASE OR  X  DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$ 93,860

FUNDING SOURCE & ACCT # FOR AMENDMENT:

DESCRIPTION AND NEED FOR AMENDMENT:   Due to delay in approval of the Commissioner's network Abstract then approval of Boys and Girls Club agreement the program started later then anticipated. Due to the delay the program also has lower enrollment then anticipated because students had already enrolled in other after school programing. We will reallocate this funding to other educational items for students at L.Bassett.

ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT

CONTRACTOR'S SIGNATURE:  3/1/19  
(Name) (Date)

Executive Director  
(Title)

NEW HAVEN BOARD OF EDUCATION:

\_\_\_\_\_  
President

\_\_\_\_\_  
(Date)

**AGREEMENT**

**AGREEMENT NO. 96149141**

**By And Between  
The New Haven Board of Education  
AND**

**The Boys and Girls Club of New Haven**

**FOR DEPARTMENT/PROGRAM:**

**Lincoln Bassett Community School**

This Agreement entered into on the 8<sup>th</sup> day of October, 2018 effective (no sooner than the day after Board of Education Approval), the 8<sup>th</sup> day of October, 2018, by and between the New Haven Board of Education (herein referred to as the "Board") and, The Boys and Girls Club of New Haven, located at 253 Columbus Ave, New Haven, CT 06519 (herein referred to as the "Contractor").

**FUNDING SOURCE:**

Fiscal support for this agreement shall be by the Commissioners Network of the State of CT Account # 2547- 900-6149-56905 – 0020 pending receipt of funds.

**SCOPE OF SERVICE: AFTERSCHOOL PROGRAMMING**

Boys and Girls Club will provide on-site afterschool programming for up to 200 students in Grades Kindergarten through 6<sup>th</sup> grade, five days per week between 3:00 PM and 6:00 PM. Boys and Girls Club will provide homework support and enrichment in the physical education, crafts, and integrated activities. These enrichment courses will stimulate student engagement and interdisciplinary connections. Boys and Girls Club will work in collaboration with Lincoln-Bassett's faculty and staff to ensure that these extended day programs align to and reinforce core instruction delivered during the school day. The draft schedule below and list of potential enrichment classes provide an overview of the proposed afterschool program:

**Homework and Tutoring:** Every day, students will spend one hour "power hour" dedicated to homework completion and individualized tutoring. Boys and Girls Club will partner with postsecondary institutions to identify talented tutors to lead the homework and tutoring block. This partnership will expose students to college at an early age, promoting college-going aspirations. Tutors will receive training aligned to the school's core English language arts and mathematics programs and instructional approaches, allowing tutors to provide individualized tutoring and support.

The Boys and Girls Club staff members ensure the delivery of programs that are based on youth development principles that encourage competence, usefulness, belonging and influence. Their programs are based on proven curricula and our approach is engaging, relationship-based programming with a focus on Character and Leadership Development, Education, Healthy Behaviors and Life Skills, Arts and Culture, Technology, and Fitness &

Recreation. Their programs are based on a theory of change informed by research into ways in which young people grow and thrive called the Formula for Impact. Their priority outcomes are as follows:

- **Academic Success-** Youth graduate from high school ready for college, trade school, military or employment.
- **Good Character & Citizenship-** Youth are engaged citizens involved in the community and role model strong character.
- **Healthy Lifestyles-** Youth adopt a healthy diet, practice healthy lifestyle choices and make a lifelong commitment to fitness.

The programs which will be implemented for grades K-2 at Lincoln Bassett utilize proven-effective curricula developed by the Boys & Girls Clubs of America and include:

#### Mentoring

**Mentor2Win-** designed to help young people develop the academic, behavioral and social skills needed to be successful in school and beyond. Mentor 2 Win impacts students through the following three components: 1.) **Mentor-Youth Relationship:** a long term one-on-one mentoring relationship that is built on trust and focused on building the youth's belief that they can and be successful in school and in life; 2.) **Intentional Tracking:** checking on the warning signs of withdrawal from school regularly so that interventions can be timely and focused on problem solving; 3.) **Partnerships with Schools and Families:** Clubs, schools and families working together.

#### Academic Success

- **Power Hour/ Project Learn** - features five major components: 1) Homework help and tutoring 2) High-yield learning and leisure activities 3) Parent and adult involvement 4) Collaboration with schools 5) Incentives.
- **Goals for Graduation** - introduces academic goal setting to Club teens by linking their future aspirations with concrete actions today.

#### Healthy Lifestyles

- **SMART Moves** - this nationally acclaimed comprehensive prevention program helps young people resist alcohol, tobacco and other drug use, as well as premature sexual activity
- **Triple Play** - a holistic approach to educating boys and girls about good nutrition, making physical fitness a daily practice and developing individual strengths and good character
- **Sports Programming-** competitive and noncompetitive sports programs are offered which help children to enhance their skills and learn sportsmanship, cooperation, and teamwork. The program seeks to support physical fitness and academic achievement through competitive athletics. The program is designed to foster growth and development in academics and athletics through mentoring, training, coaching, conditioning and character development. Programs include basketball, indoor soccer, flag football and volleyball.

BGCNH will also measure the impact of the programming provided to K-6 students by analyzing both knowledge and attitude changes in addition to changes in behavior. For knowledge and attitude changes, staff will distribute Youth Outcome Surveys to all

members of the Club and parents twice a year (November and June). The information collected from these surveys will be entered into our Kidtrax database - a web-based data management tool which allows the Club to identify and track key trends among the target population, monitor participation, and analyze assessment results. For changes in behavior, attendance and active participation will be gauged by staff observation. Club staff will also work with Lincoln Bassett to gather school attendance data and report cards. A report will be compiled on the number of youth, parents, professional and volunteer staff, and others in the community who participated in our programs and the level of participants' success in achieving objectives. Results of our evaluation will be used to measure the success of our programming and provide BGCNH leadership with the resources they need to make necessary changes that will better impact Club youth.

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount \$121,005 for 130 days of programming. The maximum amount the contractor shall be paid under this agreement: (\$121,005). Compensation will be made upon submission of a monthly itemized invoice which includes a detailed description of work performed and date of service:

Expense	Total
Salaries Total	85,853
Insurance (liability, worker's comp., etc.)	16,100
F.I.C.A. /Payroll Tax	10,302
Salaries and benefits for program staff not to exceed:	112,255
Other Purchased Services	
Marketing/Outreach/Printing	250
Kidtrax Membership Database	500
Staff Background checks	250
Consultant Fees (arts, technology, family engagement)	3,500
Transportation/Field Trips	1,500
Supplies (software, art supplies, office, awards & recognition, Special Events (outreach, celebrations, family engagement, activities)	1,500
Staff Training & Development (programs; behavioral/emotional; cpr/ first AID cert:)	750
Special Events/Family Engagement	500
Other Expenses	8,750
<b>TOTAL</b>	<b>121,005</b>

**Fiscal support** for this Agreement shall be by Lincoln Bassett Commissioners Network Grant Program of the New Haven Board of Education, Account Number: 2547 -900-6149-56905


This agreement shall remain in effect from October 08, 2018 to June 30, 2019.

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education prior to service start date. Contactors may begin service no sooner than the day after Board of Education approval.

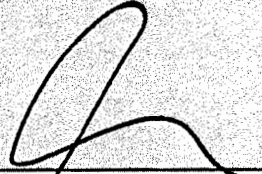


**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.



Contractor Signature



President  
New Haven Board of Education

9/21/18

Date

11/13/18

Date

Stephanie Barnes

Contractor Printed Name & Title

Revised: 7/17



NEW HAVEN PUBLIC SCHOOLS

Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Arthur Edwards  
**Date:** March 19, 2019  
**Re:** New Haven Reads Agreement  
**Proposed Meeting Date:** April 1, 2019

---

**Executive Summary/ Statement:** Approval is requested for an Agreement by and between the New Haven Board of Education and New Haven Reads to provide after school programming which will emphasize the academic achievement in literacy which will allow participants to read on or above grade level. The improvements in literacy will empower students to succeed academically.

**Amount of Agreement and the Daily, Hourly or per Session Cost:** Total amount of agreement is 12 weeks x \$3,333 per weeks (\$39,996).

**Funding Source & Account #:** Extended School Hours 2579 – 5326 – 56694

**Key Questions:**

1. Please describe how this **service is strategically aligned** with school or District goals: The district goal is improve students' academic performance in literacy. This service specifically addresses this goal.
2. What **specific need** will this contractor address? This contractor will address literacy needs of students who are performing below standards.
3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: This is a Sole Source contractor.
4. What **specific skill set** does this contractor bring to the project? The contractor has an extensive and successful background in providing literacy tutoring to high needs students.
5. Is this a **new or continuation service**? This is a continuing service.
6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** The performance will be evaluated by assessment of student growth in reading.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A
8. Why do you believe this agreement is **fiscally sound**? The program is able to serve 152 students between K-8 and High Schools.



**NEW HAVEN PUBLIC SCHOOLS**

**AGREEMENT**

**By And Between**

**The New Haven Board of Education**

**AND**

**New Haven Reads**

FOR DEPARTMENT/PROGRAM:

**Office of Youth, Family and Community Engagement**

This Agreement entered into on the 8<sup>th</sup> of April, 2019 effective (no sooner than the day after Board of Education Approval), the 8th day of April, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, New Haven Reads located at, 45 Bristol St, New Haven CT 06511 (herein referred to as the "Contractor").

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$3,333 per week, for a total of 12 weeks, servicing 152 students.

The maximum amount the contractor shall be paid under this agreement: Thirty Nine Thousand – Nine Hundred –Ninety Six Dollars (\$ 39,996.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by **Extended School Hours** of the New Haven Board of Education, **Account Number:** 2579 – 5326 – 56694 **Location Code:** 0000 for a total of \$ 39,996. (Thirty Nine Thousand –Nine Hundred –Ninety Six Dollars)

This agreement shall remain in effect from April 8, 2019 to June 30, 2019.

**SCOPE OF SERVICE:**

New Haven Reads provides one-on-one tutorial service to approximately 152 New Haven Public Schools students, grades K-8 and High Schools, who are enrolled in Title I schools. New Haven Reads provides these services at the New Haven Reads Center located at 45 Bristol Street, New Haven CT. The program also includes testing materials and enrichment clubs such as chess, math, newspaper, nature club, science and art. Title I schools served by the program include Troup, Barnard, Jepson, Bishop Woods, Brennan-Rogers, Celentano, Columbus, Conte, Fair Haven, J. Martinez, King-Robinson, Lincoln Bassett, Quinnipiac, Clemente, Truman and Wexler.

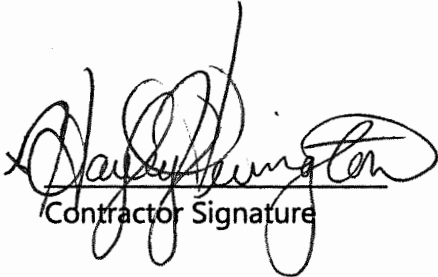
**Exhibit A: Scope of Service** Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

**Exhibit B: Student Data and Privacy Agreement:** Attached

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contractors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

x   
Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

x 2/6/19  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

x Hayley Herrington, Education  
Contractor Printed Name & Title Director

Revised: 10/2/18



The New Haven Reads Community Book Bank, Inc.  
45 Bristol Street, New Haven, Connecticut 06511  
203.752.1923 newhavenreads@yahoo.com www.newhavenreads.org

**Proposal to the New Haven Public Schools  
Board of Education  
January 31, 2019**

**We are requesting \$55,000 for after-school tutoring services provided for New Haven school children February through June, 2019.**

***Mission:** New Haven Reads, founded to “share the joy and power of reading,” increases the literacy skills of children to empower their academic success by providing individually tailored one-on-one after-school tutoring, educational family support, and a community book bank, all at no cost to participants.*

**Tutoring Program**

New Haven Reads provides one-on-one after school tutoring for children grades one through twelve. Our four tutoring sites, all located in New Haven, serve over 500 students weekly thanks to the dedicated help of 400 volunteer tutors. We operate year round. We follow the school calendar from September to June, and then offer a six-week summer tutoring program and a five-week summer literacy camp for pre-k and kindergarten students.

Over 500 students every week is an impressive feat for a small organization, but is even more striking when you consider that our tutoring model is one-on-one. We work with each child at their individual area of need. **All of our students come to us reading below grade level and through a research-based curriculum, our students make great strides.**

Last year, New Haven Reads received \$55,000 from New Haven Public Schools to serve students from 19 Title One Schools. This year, in anticipation of receiving



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funding from BOE through Title One funds and Extended School Hours funds, we have enrolled 298 students from the following schools in New Haven in our one-on-one tutoring program:

**List of schools from which we serve students:**

**Title One Schools:**

- Augusta Lewis Troup School- 4 students
- Barnard Environmental Studies School-12 students
- Benjamin Jepson Magnet School- 18 students
- Bishop Woods School- 7 students
- Brennan-Rogers School of Communications and Media – 4 students
- Celentano Biotech, Health and Medical Magnet School- 17 students
- Columbus Family Academy- 11 students
- Conte-West Hills School- 18 students
- Fair Haven School- 2 students
- John S. Martinez School- 12 students
- King-Robinson International Baccalaureate School- 8 students
- Lincoln-Bassett School- 3 students
- Quinnipiac Real World Math STEM School- 5 students
- Roberto Clemente Leadership Academy- 3 students
- Strong 21st Century Communications Magnet and SCSU Lab School- 3 students
- Truman School- 7 students
- West Rock STREAM Academy- 1 student
- Wexler-Grant School- 16 students
- TOTAL TITLE ONE Students at New Haven Reads= 152 students**

**Other New Haven Public Schools**

- L. W. Beecher Museum School- 19 students
- Betsy Ross Arts Interdistrict Magnet-5 students
- Booker T. Washington- 19 students
- Cooperative Arts & Humanities Interdistrict Magnet- 1 student



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- Davis Academy for Arts and Design- 15 students
- East Rock Community Magnet School- 15 students
- Edgewood Creative Thinking- 14 students
- ✓ Elm City Montessori Magnet- 1 student
- ESUMS- 8 students
- Hill Regional Career -1 student
- Wilbur Cross High School- 4 students
- John C. Daniels School- 5 students
- Nathan Hale School- 12 students
- James Hillhouse High School- 2 students
- Mauro-Sheridan- 11 students
- Metropolitan Business Academy- 1 student
- New Haven Academy- 2 students
- Ross Woodward- 15 students
- Worthington Hooker- 12 students

**Total students from other schools at New Haven Reads = 162 students**

**TOTAL all NHPS students at New Haven Reads = 308**

**New Haven Reads Program Costs**

The cost to New Haven Reads to serve one student for the school year is \$1,500; for half the school year it costs us \$750

**A grant of \$55,000 will fund 73 students for half of the school year.**

**A grant of \$45,000 will fund 60 students for half of the school year.**

**A grant of \$35,000 fund 47 students for half of the school year.**

We do not charge families for any of our programs. Therefore, we must raise our entire budget of \$890,500 every year. Without sufficient funding, we will have to close one of our four locations in New Haven.



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## **Our Tutoring Model**

Our research-based tutoring model is highly structured and focuses on the individual child's literacy needs. Students work one-on-one for at least one hour per week with a trained volunteer tutor in the following way:

- An on-line phonics program called Lexia (also used in many NHPS schools), 15-20 minutes. Students are tested at the beginning of the program so that we can focus on those areas of deficit. We also use Read Theory for older students.
- One of several educational workbooks focused on area of need: phonics, comprehension, vocabulary development, writing or spelling – 15-20 minutes Workbooks include: Explode the Code, Right Into Reading, Reading and Reasoning, Wordly Wise
- Reading aloud a book chosen by the student- 15-20 minutes. We have a huge selection of books that the children want to read. Books have been carefully chosen to display a diverse cast of characters so that students can identify with people in the book and be fun to read and discuss.
- Educational game- last 5-10 minutes. This is an important part of the tutoring hour, as it provides for a time for the tutor and the tutee to interact in a positive, supportive way and also offers an opportunity for social interaction and to end the session on a high note.

Site staff work hard to facilitate the tutor and student pairs, provide materials and resources necessary, collect data, talk with parents about their children's progress, and provide special help for those students who are not progressing as we would expect. We provide appropriate interventions to support literacy gaps when students require extra help.





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## **Impact**

Last year, the accomplishments of our students was impressive:

- **98% of our students improved in at least one of those critical literacy skills needed to learn to read (phonics, sight words, comprehension).**
- **Additionally, 70% of our students improved at least one year in their independent reading level - this accomplishment happened over a period of seven months between the fall and spring test.**

These achievements are all the more remarkable given that we only work with those students who are struggling in school. We use the results of CORE test (Consortium on Reading Excellence) in the fall and in the spring to tweak the curriculum for each student. We focus on the individual needs and pace of each student, all the while affirming and encouraging the child.

The children who come to "Reads", as we are affectionately known, are discovering both the power and the joy of reading. They are experiencing success in reading, where they had previously struggled, and they are developing a close relationship with their tutor. The impact of a strong student-tutor relationship can be dramatic and life-changing for all involved.

We have five seniors this year. The tutors who are working with them have helped them with their college applications and in some cases, we have hired the students as interns to help with our tutoring program last summer. In all cases, we are thrilled by the progress that these students have shown and thrilled that they are on their way to college.

New Haven Reads is our community at its best. At New Haven Reads, parents find a community that offers hope and support, students are encouraged and motivated by their improved reading skills, and volunteers feel they are making a difference. People come together from all over the community to work together in a common cause: improved literacy in our students leading to a greatly



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increased likelihood of success in school and in life. This has an impact on the individual student, his family, and our extended community!

**All of this is possible in large part because of the continuing support from the Board of Education. We are so appreciative of this opportunity to support the children in our community. We thank you and invite you to visit our program to see how your investment is changing lives and sharing the joy and power of reading.**

Kirsten Levinsohn  
Executive Director



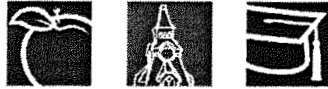
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## **Addendum**

**Summer program:** We provide our one-on-one tutoring program for six weeks during the summer months. Additionally, we offer summer enrichment clubs which, this year, include: chess, math (for younger students and one for older students), newspaper, nature club, science experiments and art. “Summer slide” is a major concern for our students so we encourage as many students as possible to take advantage of our program and our summer enrichment clubs. On average, low-income children lose at least two months of grade-level equivalency in reading during the summer, a major factor in the achievement gap. We work hard to address this summer slide for our students.

### **2018 Parent survey results :**

Percentage of parents who are glad that their child is participating in the program	100%
Percentage of parents who feel that their child has shown progress because of NHR tutoring	94%
Percentage of parents who believe NHR staff understand their child’s educational needs	98%
Percentage of parents who would recommend NHR to	100%



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

**STUDENT DATA PRIVACY AGREEMENT  
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18

## DeMAIO, PATRICIA

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**From:** EDWARDS, ARTHUR  
**Sent:** Thursday, April 11, 2019 1:36 PM  
**To:** DeMAIO, PATRICIA; LUMPKIN, GEMMA JOSEPH  
**Cc:** BERRIOS, ZORAIDA  
**Subject:** FW: New Haven Reads Agreement

New Haven Reads provided the following information regarding their enrollment process.

Arthur

**From:** Kirsten Levinsohn [mailto:kirsten@newhavenreads.org]  
**Sent:** Thursday, April 11, 2019 1:20 PM  
**To:** EDWARDS, ARTHUR  
**Subject:** Re: New Haven Reads Agreement

Arthur,

Please find the answers to your questions below:

- What is the process for selecting NHPS students? We do not choose the students per se, parents choose us. They need to fill out a wait list application form and submit a report card. We only work with students who are below grade level or are struggling readers. When we have an opening we take students off of the top of the wait list in order of applications received. Currently, we have 126 students on our wait list.
- Why so few students at particular schools such as, Troup, Bishop Woods, Brennan Rogers, Fair Haven and Lincoln Bassett? I am not sure. Parents usually find out about us by word of mouth or through a teacher recommendation. We have recently attended a Health Career Fair at Lincoln Bassett for families and our Site Director at Science Park. Last year Lincoln Bassett had comprehensive after school programming and parents are less likely to sign up for our program if they have free, after school care for their children. We have attended PPT meetings with some of our parents at all of these schools within the past few years.
- Is there a plan to engage the identified schools in efforts to increase their student enrollment?  
Currently we are working with 608 students weekly, with approximately 70% from New Haven. We have so many children on our wait list as previously mentioned and the number continues to grow. However, we are always willing to reach out to a school and attend Parent back to School Nights or Curriculum Meetings as desired. We are also encouraging schools to attend our field trips in the mornings in which they listen to some stories and each child gets to pick out 5 books to take home and keep.

Please let me know if you have further questions.

Thanks,  
Kirsten

On Thu, Apr 11, 2019 at 11:44 AM EDWARDS, ARTHUR <[ARTHUR.EDWARDS@new-haven.k12.ct.us](mailto:ARTHUR.EDWARDS@new-haven.k12.ct.us)> wrote:

Hello Ms. Levinsohn,

The business office is requesting further information regarding New Haven Reads process for enrolling NHPS students in your program. If you can provide clarity regarding the following, I would appreciate it.

- What is the process for selecting NHPS students?
- Why so few students at particular schools such as, Troup, Bishop Woods, Brennan Rogers, Fair Haven and Lincoln Bassett?
- Is there a plan to engage the identified schools in efforts to increase their student enrollment?

If you are able to provide a summary providing clarity regarding the above, I would appreciate it. The Superintendent will review, and hopefully approve, the agreement to be presented to the Finance Committee.

Thanks,

Arthur Edwards

Program Coordinator

Extended School Hours

Office of Youth, Family and Community Engagement

New Haven Public Schools

P: (475)220-1061

Fax (203)946-7630

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NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Gemma Joseph Lumpkin  
**Date:** April 5, 2019  
**Re:** Connecticut Violence Intervention Program  
**Proposed Meeting Date:** **April 22, 2019**

---

**Executive Summary/ Statement:** This service provides positive behavioral intervention and supports students with attendance problems identified by the New Haven Public Schools.

**Amount of Agreement and the Daily, Hourly or per Session Cost:** Total Cost is \$20,020.00, \$572.00 per day.

**Funding Source & Account #: Alliance Grant # 2547-6108-56694**

### Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals: The program is aligned with the district goals.
2. What **specific need** will this contractor address? This contractor will address disengaged students, behavioral intervention and support to students with attendance problems or transitioning into a public school following suspension or expulsion.
3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: Sole Source.
4. What **specific skill set** does this contractor bring to the project? The contractor has extensive and successful background in providing support to high needs students.
5. Is this a **new or continuation service**? This is a continuation service.
6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** The performance will be evaluated by assessment of student's behavior and improvement on attendance.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A
8. Why do you believe this agreement is **fiscally sound**? The program is able to effectively assist and support high needs students.





NEW HAVEN PUBLIC SCHOOLS

**AGREEMENT**

**By And Between**

**The New Haven Board of Education**

**AND**

**Connecticut Violence Intervention Program**

FOR DEPARTMENT/PROGRAM:

**Youth, Family and Community Engagement**

This Agreement entered into on the 22nd day of April, 2019, effective (no sooner than the day after Board of Education Approval), the 23rd day of April, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Connecticut Violence Intervention Program located at 5 Judwin Ave, New Haven, CT 06515, (herein referred to as the "Contractor").

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$572.00 per day, for a total of 35 days.

The maximum amount the contractor shall be paid under this agreement: Twenty Thousand - Twenty Dollars (\$20,020.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by the Alliance Grant **Program** of the New Haven Board of Education, **Account Number:** # 2547-6108-56694 **Location Code:** 0000.

This agreement shall remain in effect from April 23<sup>rd</sup>, 2019 to June 30<sup>th</sup>, 2019.

**SCOPE OF SERVICE:** *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing is attached).*

Youth Stat was established to meet the needs of identified New Haven Public School Students to address risk factors that have a negative impact on their capacity to make healthy life decisions and to achieve academic success. The school-linked service approach to youth, family and community services is based on research that indicates that learning in school is affected by many outside influences such as poverty, family instability, negative attitude, community violence, negative peer group, truancy and substance abuse. The YSOW will receive referrals from Youth Stat school personnel, identified Youth Stat team members and from the CTVIP Street Outreach Worker Program.

Program services will include but not be limited to: Assessment of student needs with individual service plans based on student, school and parent; attendance at Youth Stat meetings; outreach and engagement of referred students; parental engagement; monitoring of student attendance, behavior and academic performance; monitoring of students in the community after-school and on weekends through services provided by the YSOW and CTVIP Street Outreach Worker team; and linkage to youth development activities focused on social and emotional development and non-violent conflict resolution skill building. The YSOW will provide school-based diversion to Juvenile Review Board and Youth Court for restorative practices service for students who would otherwise be arrested for disruptive behavior. A continuous improvement approach will be employed to evaluate program services on an on-going basis. Services will:

- Support the academic achievement of students at high risk of academic failure;
- Provide referral for services to meet the needs of students' families and reinforce parent's involvement in their children's education;
- Focus on attendance, behavioral issues and the transition process for those students re-entering a public school following an extended absence, expulsion and/or suspension.
- Provide an alternative for school-based arrest.
- Support grade advancement and college readiness

#### **School -Based Restorative Practice Initiative**

- CTVIP will support New Haven Public Schools in the implementation of school-based activities and referrals to Juvenile Review Board Panels and Youth Court. These programs shall provide alternatives for selected students recommended for suspensions and/or expulsion.

CTVIP and YSOW will provide the following services:

- Facilitation of School Based diversion activities;
- Comprehensive Case Management based on assessment of student and family needs;
- Home and school-based contact based on student need and risk assessment
- Academic monitoring and support (grades, behavior and attendance);
- Strength-based youth development services, supports and opportunities that influence student decision making and behavior;
- Facilitation of restorative circles in schools as requested.

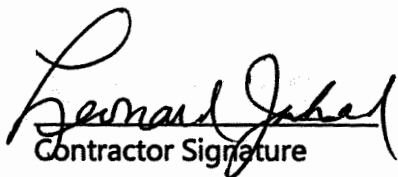
**Exhibit A: Scope of Service** Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

**Exhibit B: Student Data and Privacy Agreement:** Attached

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

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Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

4/9/19  
Date

\_\_\_\_\_  
Date

Leonard Jahad, Exec. Director  
Contractor Printed Name & Title

Revised: 10/2/18



**Connecticut Violence Intervention Program, Inc.**  
**5 Judwin Ave New Haven, CT 06515**  
**ctintervention@gmail.com**  
**203-410-2580**  
**EIN: 83-2350328**

**Connecticut Violence Intervention Program Budget**

Salaries	1 full-time SOW4500 monthly	\$9000
Cellphones/technical support		\$1500
Travel (mileage)		\$200
**Client emergency funds		\$320
Program supervision		\$1500
Training		\$500
*Cultural field trips/youth activities		\$5000
Administrative costs		\$2000
(Fiscal management, rent, program materials, fringe benefits)		
<b>TOTAL</b>		<b>\$20,020</b>

\*Cultural trips will include a trip to the Schomburg Center for Black culture in Harlem, Yankee Stadium, Smithsonian and National Museum of African American History and Culture.

\*\*Basic needs such for emergencies such as clothing, transportation, hygiene items etc....

YSOW caseload currently stands at 30 students; yearly goal is to engage 45 students for case management.

Youthstat Street Outreach Worker (YSOW) will attend Youthstat meetings and offer suggestions for engagement of students engaged in risky activity. They will screen the student for assignment to a street outreach worker. After case review with SOW team, student may be assigned to SOW or YSOW as determined. If referral accepted, SOW will follow up with student, parent and school to schedule intake to begin case management services. Assessment of risk/need and referrals will then be made by assigned SOW.



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

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SPECIAL TERMS AND CONDITIONS**

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7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18



**NEW HAVEN PUBLIC SCHOOLS**

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval  
Change Order #3 for On Call Gym Equipment Repair Services  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of a Change Order #3 to Contract #21568-1-2 to Sports Construction, 61 East Street, Plainville, CT for On Call Gym Equipment Repairs for the NHPS for FY 2018-19 increasing the amount of contract to cover additional bleachers, scoreboards, gym curtains and motor repairs districtwide in addition to track repairs and installation of baseball nets at the Field House.

Original Amount of Contract:	\$25,000.00
Change Order #1	45,000.00
<b>Change Order #2</b>	<b>25,000.00</b>
<b>Change Order #3</b>	<b>\$15,000.00</b>
<b>Total Amount of Contract:</b>	<b>\$110,000.00</b>

**Funding Source:** Capital Projects  
Acct. #3C19-1983-58101



# CITY OF NEW HAVEN CONTRACT CHANGE ORDER

CONTRACTOR:	Sports Construction & Supplies LLC	VENDOR CODE :	37149
Contractor Address	61 East Street Plainville,Ct.06062		
CONTRACT No.:	21568-1-2	CHANGE ORDER No:	#3
		Change Order Date	4/15/2019
PROJECT NAME	Gym Equipment & Repairs		PROJECT No.:
CONTRACT START DATE:	July 1, 2018		
CONTRACT END DATE: Prior to CO	June 30,2019		
FUNDING SOURCE OF CONTRACT:	19047400-56624	C A P O No.:	70190015-00
FUNDING SOURCE OF C. O. :	3C19-1983-58101	C A P O No.:	
COMPANY HOLDING PERFORMANCE BOND:			
CONTRACT AMOUNT PRIOR TO THIS CHANGE ORDER	\$95,000.00	ORIGINAL AMOUNT:	\$25,000.00
AMOUNT OF THIS CHANGE ORDER	\$15,000.00	ACTUAL	<input checked="" type="checkbox"/> ESTIMATE
CONTRACT AMOUNT, INCLUDING THIS C.O.	\$110,000.00	INCREASE	<input checked="" type="checkbox"/> DECREASE

**ALL OTHER TERMS AND CONDITIONS OF ORIGINAL CONTRACT REMAIN IN FULL FORCE AND EFFECT.**

CONTRACTOR'S SIGNATURE:		DATE:
TITLE:		

<b>FOR USE BY CITY ONLY</b>			
<b>CERTIFIED THAT THIS CHANGE ORDER HAS BEEN REVIEWED AND FOUND TO BE APPROPRIATE AND IN THE BEST INTEREST OF THE CITY OF NEW HAVEN</b>			
REQUESTING AGENCY:			
DEPARTMENT HEAD:	DATE:	PURCHASING AGENT:	DATE:
Department Contact:	Tel:		
OFFICE OF CORPORATION COUNSEL: - APPROVED TO CORRECTNESS AND FORM.	DATE:	CHIEF ADMINISTRATIVE OFFICE	DATE:
CONTROLLER: - CERTIFIED AS TO SUFFICIENCY OF APPROPRIATION OR AVAILABILITY OF FUNDS	DATE:	ACCOUNTS PAYABLE	DATE:

CITY OF NEW HAVEN

**CONTRACT CHANGE ORDER**  
**PROVIDE CHANGE ORDER HISTORY FOR THIS CONTRACT**

#21568-1-2

PREVIOUS CHANGE ORDERS: NUMBERS, DATES, & AMOUNTS	AMOUNT INCREASE	AMOUNT ( DECREASE )
<b>Change order #1</b>		
Increase is needed to provide repairs to bleachers ,backboards cables and motors , motorized curtain all life safety issues	\$45,000.00	
Additional bleacher repairs, scoreboard repairs, gym curtains and motors. Cross and Career backboards and bleachers.	\$25,000.00	
<b>SUB TOTALS</b>		
<b>NET INCREASE / ( DECREASE )</b>	<b>\$45,000.00</b>	

THIS CHANGE ORDER'S ITEMS	AMOUNT INCREASE	AMOUNT ( DECREASE )
Additional bleacher repairs, scoreboard repairs, gym curtains and motors. Backboards and bleachers. Fieldhouse track repairs, installation of baseball nets.	\$15,000.00	
<b>SUB TOTALS</b>	<b>\$15,000.00</b>	
<b>NET INCREASE / (DECREASE)</b>	<b>\$15,000.00</b>	

THE CONTRACT TIME WILL BE UNCHANGED, OR WILL BE        INCREASED        DECREASED BY        DAYS.

- A memo to the City's Change Order Committee explaining the background and need for a Change Order should be submitted prior to the submittal of the present document.
- The Committee must have reviewed and approved the memo prior to preparation of this Change Order.
- A copy of the approved memo must be appended hereto.

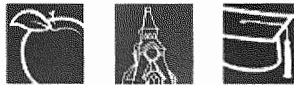
**PLEASE ANSWER THE FOLLOWING QUESTIONS:**

1.) Is this Change Order a final close-out of the Contract?	YES		NO	X
2.) Has the cost of this contract been increased from the original amount? (If the answer to #2 above is 'yes', what is the total percentage increase over the original contract, including the current request?)	YES	X	NO	
	227%			
3.) Is any part of this Change Order outside of the scope of the original bid documents?	YES		NO	X
4.) Has any of the work described in this Change Order been ordered to be done?	YES	X	NO	
5.) Are there any unit prices or lump-sum amounts in this Change Order that were not taken from the Contractor's original bid for the project? (If the answer to #5 above is yes, approved quotes and prices, with back-up, must be appended hereto along with certification by the person who approved the reasonableness of the prices.)	YES		NO	x

**LIST OF ATTACHMENTS:**

**APPROVAL RECOMMENDED:**

ENGINEER/ARCHITECT:	COMPANY	
TITLE:		DATE:
CITY ENGINEER'S OFFICE:		DATE:



**NEW HAVEN PUBLIC SCHOOLS**

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval  
Change Order #2 for Snow Plowing Services  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of a Change Order #2 to Contract #50488C-1-2 to Lior Excavating, 129 Church Street Mezzanine, Unit 1, New Haven, CT for Snow Plowing Services for the NHPS for FY 2018-19 to increase the original amount of contract exceeded with the last snowstorm.

Original Amount of Contract:	\$38,619.00
Change Order #1	0.00
<b>Change Order #2</b>	<b>5,686.00</b>
<b>Total Amount of Contract:</b>	<b>\$44,305.00</b>

**Funding Source:** 2018-2019 Operating Budget  
Acct. #190-47400-56662

The funding is necessary as the last snowstorm removal costs exceeded the contracted amount for this contract. The total snow funding is within the original budget but we need to reallocate from one snow contractor to cover the shortfall for this contract.

# CITY OF NEW HAVEN CONTRACT CHANGE ORDER

CONTRACTOR:	Lior Excavating	VENDOR CODE :	55872
Contractor Address	129 Church Street Mezzanina Unit #1 New Haven, Ct. 06410		
CONTRACT No.:	50488C-1-2	CHANGE ORDER No: #2	Change Order Date 4/15/2019
PROJECT NAME	Snow Plowing New Haven Public Schools		PROJECT No.:
CONTRACT START DATE:	November 1, 2016		
CONTRACT END DATE: Prior to CO	May 1, 2017		
FUNDING SOURCE OF CONTRACT:	190-474-00-56662	C A P O No.:	70170125
FUNDING SOURCE OF C. O. :	190-474-00-56662	C A P O No.:	70170125
COMPANY HOLDING PERFORMANCE BOND:			
CONTRACT AMOUNT PRIOR TO THIS CHANGE ORDER	\$38,619.00	ORIGINAL AMOUNT:	\$38,619.00
AMOUNT OF THIS CHANGE ORDER	\$5,686.00	ACTUAL	<input checked="" type="checkbox"/> ESTIMATE
CONTRACT AMOUNT, INCLUDING THIS C.O.	\$44,305.00	INCREASE	<input checked="" type="checkbox"/> DECREASE

**ALL OTHER TERMS AND CONDITIONS OF ORIGINAL CONTRACT REMAIN IN FULL FORCE AND EFFECT.**

CONTRACTOR'S SIGNATURE:		DATE:
TITLE:		

**FOR USE BY CITY ONLY**

<b>CERTIFIED THAT THIS CHANGE ORDER HAS BEEN REVIEWED AND FOUND TO BE APPROPRIATE AND IN THE BEST INTEREST OF THE CITY OF NEW HAVEN</b>			
REQUESTING AGENCY:			
DEPARTMENT HEAD:	DATE:	PURCHASING AGENT:	DATE:
Department Contact:	Tel:		
OFFICE OF CORPORATION COUNSEL: - APPROVED TO CORRECTNESS AND FORM.	DATE:	CHIEF ADMINISTRATIVE OFFICE	DATE:
CONTROLLER: - CERTIFIED AS TO SUFFICIENCY OF APPROPRIATION OR AVAILABILITY OF FUNDS	DATE:	ACCOUNTS PAYABLE	DATE:

**CITY OF NEW HAVEN**

**CONTRACT CHANGE ORDER**  
**PROVIDE CHANGE ORDER HISTORY FOR THIS CONTRACT**

#50488C-1-2

PREVIOUS CHANGE ORDERS: NUMBERS, DATES, & AMOUNTS	AMOUNT INCREASE	AMOUNT (DECREASE)
Additional zone #44 snow removal for fiscal year 2018/19	0	
SUB TOTALS	0	
NET INCREASE / (DECREASE)	0	

THIS CHANGE ORDER'S ITEMS	AMOUNT INCREASE	AMOUNT (DECREASE)
Last snow storm exceeded the contract amount .Funds are within the budget but have to reallocated to cover this contract.	\$5,686.00	-
SUB TOTALS	\$5,686.00	-
NET INCREASE / (DECREASE)	\$5,686.00	

THE CONTRACT TIME WILL BE UNCHANGED, OR WILL BE    INCREASED    DECREASED BY    DAYS.

- A memo to the City's Change Order Committee explaining the background and need for a Change Order should be submitted prior to the submittal of the present document.
- The Committee must have reviewed and approved the memo prior to preparation of this Change Order.
- A copy of the approved memo must be appended hereto.

PLEASE ANSWER THE FOLLOWING QUESTIONS :

1.)	Is this Change Order a final close-out of the Contract ?	YES		NO	X
2.)	Has the cost of this contract been increased from the original amount?	YES		NO	X
	(If the answer to #2 above is 'yes', what is the total percentage increase over the original contract, including the current request?)				
3.)	Is any part of this Change Order outside of the scope of the original bid documents?	YES		NO	X
4.)	Has any of the work described in this Change Order been ordered to be done?	YES		NO	X
5.)	Are there any unit prices or lump-sum amounts in this Change Order that were not taken from the Contractor's original bid for the project?	YES		NO	X
	(If the answer to #5 above is yes, approved quotes and prices, with back-up, must be appended hereto along with certification by the person who approved the reasonableness of the prices.)				

**LIST OF ATTACHMENTS:**

**APPROVAL RECOMMENDED:**

ENGINEER/ARCHITECT:	COMPANY	
TITLE:		DATE:
CITY ENGINEER'S OFFICE:		DATE:



NEW HAVEN PUBLIC SCHOOLS

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for On Call Gym Floor Refinishing  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax. (203) 936-5229

For consideration and approval of the Renewal of Contract #21558-2-2 to **Hillyard, Inc. d/b/a Rovic, Box 1140, Manchester, CT** for Gym Floor Refinishing for the NHPS for Fiscal Year 2019-20.

**Amount of Contract:** Not to exceed \$30,000.

**Funding Source:** 2019-2020 Capital Projects

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform gym floor refinishing services in conjunction with our custodial staff as part of our stewardship program in order to provide safe playing surfaces throughout the district.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.** The contractor's performance is inspected by the facilities department and the finishing program has been effective for the previous 3 years.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.** This is an hourly rate (\$52.00) contract awarded to the lower of the two bidders. The contract pricing remains the same as last year.

See option to renew letter attached.



**NEW HAVEN PUBLIC SCHOOLS**  
654 Ferry St. New Haven Ct. 06513



**GOTO | SERVICES**  
117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/25//19

Mr. Rich Healy  
Hillyard Rovic  
127 Park Ave.  
East Hartford, CT 06512

RE: Contract Renewal for: Hillyard Rovic  
Contract Name: On Call Gym Floor Refinishing  
Contract # 50458B-2-2  
In the amount of: \$30,000

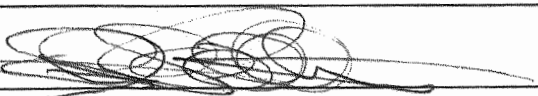
According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Hillyard, Inc.

Contact Name: Dermot D. Pellerin   
Print Signature

Title: General manager Date: 4/1/19



**CITY OF NEW HAVEN**  
BUREAU OF PURCHASES

Toni N. Harp

*Mayor*

Michael V. Fumiatti, Sr  
*Purchasing Agent*

**Fiscal Year 2018/2019**

**June 13, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Hillyard Inc. d/b/a Rovic		Contract Name:	On Call Gym Floor Refinishing
127 Park Avenue		Contract #	21558-1-2
East Hartford, CT 06108		Date Advertised:	April 24, 2018
Contractor Contact	Dermot Pelletier	Date Opened:	May 10, 2018
Telephone #:	860-646-3322		
Project Number:		Contract Value:	\$30,000.00
Vendor Number:	46675	Contract Term:	July 1, 2018–June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable
2. Written signature of authorized agent	5. Written signature of the witnesses
3. Title of authorized agent	6. DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1. Full business name of bidder.	6. Seal of Surety Company.
2. Name of Surety Company.	7. Written signature of witnesses.
3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.
4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.
5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.

**Contract Renewal – All terms and conditions of original contract apply**

<input type="checkbox"/>	<b>State Wage</b>	<input type="checkbox"/>	<b>Livable Wage</b>	<input type="checkbox"/>	<b>Federal Wage</b>	<input type="checkbox"/>	<b>No Wage</b>
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NEW HAVEN PUBLIC SCHOOLS

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval - Renewal of Contract for On Call Irrigation System Repairs and Maintenance  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax. (203) 936-5229

For consideration and approval of the Renewal of Contract #21560-2-2 to **Winterberry Irrigation, LLC, 2070 West Street, Southington, CT** for On Call Irrigation System Repairs and Maintenance for the NHPS for Fiscal Year 2019-20:

**Amount of Contract:** Not to exceed \$25,000.  
**Funding Source:** 2019-20 Operating Budget  
Acct. #190-47400-56662

**Key Questions:**

- 1. Please describe how this service is strategically aligned with school or District goals.**  
The service is necessary to provide safe playing and learning grass and gardens for the school district
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.** Facilities maintains complete control of when the services are used .The service is weather dependent but necessary for maintenance of fields as well as shrubs and other plantings including school sponsored gardens.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
The contractor was the low bidder and a new participant in the SCDP.

See option to renew letter attached.



New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Jeremy Smith  
Wintonberry Irrigation LLC.  
2070 West St.  
Southington, CT 06489

RE: Contract Renewal for: Wintonberry Irrigation LLC.  
Contract Name: On Call Irrigation System Repairs & Maintenance

Contract #21560 -2-2  
In the amount of: \$25,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Environmental Designs, Inc dba The Winterberry Group

Contact Name: Jeremy Smith

Print

Signature 

Title: Estimator

Date: 03/21/19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp  
 Mayor

**Fiscal Year 2018/2019**

Michael V. Fumiatti, Sr  
 Purchasing Agent

**June 12, 2018**  
**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510  
 Tel. (203)946-8201- Fax. (203)946-8206

Winterberry Irrigation, LLC		Contract Name:	On Call Irrigation System Repairs & Maintenance
2070 West Street		Contract #	21560-1-2
Southington, CT 06489		Date Advertised:	April 29, 2018
Contractor Contact	Jeremy Smith	Date Opened:	May 17, 2018
Telephone #:	860-378-0071		
Project Number:		Contract Value:	\$25,000.00
Vendor Number:	48468	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>				
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>



NEW HAVEN PUBLIC SCHOOLS

Joseph Barbarotta  
Executive Director  
Facilities Services

**MEMORANDUM**

To: Finance and Operations Committee  
From: Joseph Barbarotta  
Re: F&O Agenda Item/For Approval  
Renewal of Contract for On Call Landscaping  
Meeting Date: April 15, 2019  
cc: John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax. (203) 936-5229

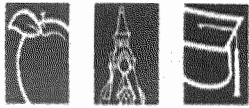
For consideration and approval of the Renewal of Contract #21566AB-2-2 for On Call Landscaping for the NHPS for Fiscal Year 2019-20, in an amount not to exceed \$185,000 to the following bidders:

<u>VENDOR</u>	<u>An amount not to exceed</u>
(A) Tim's Enterprises LLC 39 Myrtle Ave. Ansonia, CT	\$25,000.00
(B) Amazon Landscaping Design & Handyman 226 Forest Road West Haven, CT	\$175,750.00

Funding Source: 2019-2020 Operating Budget  
Acct. #190-47400-56662

**Key Questions:**

- Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform grass cutting fall and spring grounds cleanup services district wide.
- Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
The contractor's performance is inspected by the board of education staff and it is tracked through the work order system.
- Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
This contract was awarded to the lowest bidders in each zone (school). The major portion (43 schools) of the bid was awarded to a SCDP participant but he is not MBE, WBE or a New Haven Based Enterprise. The second lowest bidder (2 schools) is a SCDP participant, MBE.  
See option to renew letter attached.



**NEW HAVEN PUBLIC SCHOOLS**

654 Ferry St. New Haven Ct. 06513



**GOTO | SERVICES**

117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/8/19

Mr. Tim Washington

Tim's Enterprise's LLC.

39 Myrtle Ave.

Ansonia, CT 06401

RE: Contract Renewal for:

Contract Name: On Call Landscaping Zones 13 & 14

Contract # 21566A-2-2

In the amount of: \$25,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 2/18/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Tim's Enterprise LLC

Contact Name: Timothy Washington   
Print Signature

Title: owner / manager Date: 2-15-19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
 Purchasing Agent

**Fiscal Year 2018/2019**

**July 9, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Tim's Enterprises, LLC		Contract Name:	On Call Landscaping - Zones 13 & 14
39 Myrtle Avenue		Contract #	21566A-1-2
Ansonia, CT 06401		Date Advertised:	April 29, 2018
Contractor Contact	Tim Washington	Date Opened:	May 16, 2018
Telephone #:	203-410-5189		
Project Number:		Contract Value:	\$25,000.00
Vendor Number:	46417	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>				
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Marco Zanette

Amazon Landscaping Design and Handyman Services LLC.

226 Forrest Road

West Haven, CT 06516

RE: Contract Renewal for: Amazon Landscaping Design and Handyman Services LLC

Contract Name: On Call Landscaping Services- Zones

1,2,3,4,5,6,7,8,9,10,11,12,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,  
36,37,38,39,40,41,42,43,44,& 45

Contract #21566B-2-2

In the amount of: \$175,750

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: AMAZON LANDSCAPING DESIGN & HANDYMAN S

Contact Name: Marco A Zanette / Marco A Zanette  
Print Signature

Title: owner

Date: 2/11/19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
Purchasing Agent

**Fiscal Year 2018/2019**

**July 9, 2018**

**NOTICE OF AWARD**

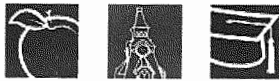
200 Orange Street Rm 301  
New Haven, Connecticut 06510  
Tel. (203)946-8201- Fax. (203)946-8206

Amazon Landscaping Design & Handman Services, LLC		Contract Name:	On Call Landscaping Services -Zones 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, & 45
226 Forest Road		Contract #	21566B-1-2
West Haven, CT 06516		Date Advertised:	April 29, 2018
Contractor Contact	Marco Zanette	Date Opened:	May 16, 2018
Telephone #:	203-934-7476		
Project Number:		Contract Value:	\$175,750.00
Vendor Number:	50661	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>			
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>
			<b>No Wage</b>





NEW HAVEN PUBLIC SCHOOLS

Joseph Barbarotta  
Executive Director  
Facilities Services

INTEROFFICE MEMORANDUM



**To:** Finance and Operations Committee

**From:** Joseph Barbarotta

**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for Playground Inspections & Repairs

**Meeting Date:** April 15, 2019

**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of the Renewal of Contract #21571-2-2 to Trassig Corp., 564 Danbury Rd., New Milford, CT for Playground Inspections and Repairs for the NHPS for Fiscal Year 2019-20.

**Amount of Contract:** Not to exceed \$25,000.00

**Funding Source:** 2019-20 Capital Projects

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform inspections and repairs to all playground equipment throughout the district.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
The contractor's performance is inspected by the board of education staff and quarterly inspections will be submitted.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
The contract is a renewal and the pricing remains the same as last fiscal year. This contract was awarded to the lowest of the three bidders. The contract was new last year as we used the parks department contract in the past. This contract is necessary to meet the State's unfunded mandate for regular playground repairs program. This company is a licensed certified company as required by the mandate. The company is not part of the SCDP.

See option to renew letter attached.



**NEW HAVEN PUBLIC SCHOOLS**  
654 Ferry St. New Haven Ct. 06513



117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Hal Gourad  
Trassig Corp.  
65 Redding Road  
Georgetown, CT 06829

RE: Contract Renewal for: Trassig Corp.  
Contract Name: On Call Playground Inspections and Repairs  
Contract #21571 -2-2  
In the amount of: \$25,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: TRASSIG Corp  
 Contact Name: HAL GOURAD Print [Signature] Signature  
 Title: President Date: 3/7/19



**CITY OF NEW HAVEN**  
BUREAU OF PURCHASES

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
Purchasing Agent

**Fiscal Year 2018/2019**

**July 19, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Trassig Corporation		Contract Name:	On Call Playground Inspections and Repairs
65 Redding Road		Contract #	21571-1-2
Georgetown, CT 06829		Date Advertised:	April 29, 2018
Contractor Contact	Hal Gourad	Date Opened:	May 23, 2018
Telephone #:	203-659-0456		
Project Number:		Contract Value:	\$25,000.00
Vendor Number:	56229	Contract Term:	July 1, 2018--June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1.	Full business name of bidder	4.	Certificate of Corporate Principal, if applicable
2.	Written signature of authorized agent	5.	Written signature of the witnesses
3.	Title of authorized agent	6.	DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

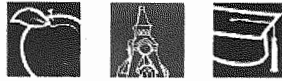
**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1.	Full business name of bidder.	6.	Seal of Surety Company.
2.	Name of Surety Company.	7.	Written signature of witnesses.
3.	Written signature of authorized agent or bidder.	8.	Acknowledgment of Surety Company page.
4.	Seal of bidder, if applicable.	9.	Financial Statement of Surety Company.
5.	Surety Company's authorized signature.	10.	Updated power of attorney for Surety Company.

**Contract Renewal – All terms and conditions of original contract apply**

<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>
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NEW HAVEN PUBLIC SCHOOLS

Joseph Barbarotta  
Executive Director  
Facilities Services

MEMORANDUM

To: Finance and Operations Committee  
From: Joseph Barbarotta  
Re: F&O Agenda Item/For Approval  
Renewal of Contract for On Call Water Treatment Services  
Meeting Date: April 15, 2019  
cc: John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax. (203) 936-5229

For consideration and approval of the Renewal of Contract #21575-2-2 to Clearwater Industries, Inc., 415 Bridgeport Ave., Shelton, CT for On Call Water Treatment Services for the NHPS for Fiscal Year 2019-20.

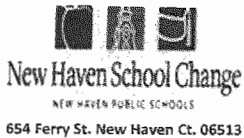
**Amount of Contract:** Not to exceed \$60,000.

**Funding Source:** 2019-2020 Capital Projects

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform water treatment to the HVAC equipment throughout the district that is necessary to extend the life cycle of equipment.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
The contractor's performance is inspected by the board of education HVAC technicians and the BOE receives monthly reports indicating the results of the treatments.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
This contract is a renewal and the pricing remains the same as last year. The contract was awarded to the sole bidder as it requires qualified technicians with specific knowledge needed to perform the services. This contractor has a proven track record performing this work throughout our district in past years. This service is essential to the maintenance and stewardship of our HVAC equipment thereby extending the life cycle of the equipment.

See Option to renew letter attached.



New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Alan Bader  
Clearwater Industries, Inc.  
415 Bridgeport, Ave.  
Shelton, CT 06484

RE: Contract Renewal for: Clearwater Industries, Inc.  
Contract Name: On Call Water Treatment Services  
Contract # 21575-2-2  
In the amount of: \$60,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: ClearWater Industries

Contact Name: Alan W. Bader | Alan Bader  
Print Signature

Title: President Date: 3-6-19



**CITY OF NEW HAVEN**  
BUREAU OF PURCHASES

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
Purchasing Agent

**Fiscal Year 2018/2019**

**July 3, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Clearwater Industries, Inc.		Contract Name:	On Call Water Treatment Services
415 Bridgeport Avenue		Contract #	21575-1-2
Shelton, CT 06484		Date Advertised:	May 6, 2018
Contractor Contact	Alan Bader	Date Opened:	May 23, 2018
Telephone #:	203-944-0066		
Project Number:		Contract Value:	\$60,000.00
Vendor Number:	32985	Contract Term:	July 1, 2018--June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1.	Full business name of bidder	4.	Certificate of Corporate Principal, if applicable
2.	Written signature of authorized agent	5.	Written signature of the witnesses
3.	Title of authorized agent	6.	DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1.	Full business name of bidder.	6.	Seal of Surety Company.
2.	Name of Surety Company.	7.	Written signature of witnesses.
3.	Written signature of authorized agent or bidder.	8.	Acknowledgment of Surety Company page.
4.	Seal of bidder, if applicable.	9.	Financial Statement of Surety Company.
5.	Surety Company's authorized signature.	10.	Updated power of attorney for Surety Company.

**Contract Renewal – All terms and conditions of original contract apply**

<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>
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NEW HAVEN PUBLIC SCHOOLS

Joseph Barbarotta  
Executive Director  
Facilities Services

**MEMORANDUM**

**To:** Finance and Operations Committee

**From:** Joseph Barbarotta

**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for On Call HVAC Duct Cleaning Service

**Meeting Date:** April 15, 2019

**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of the Renewal of Contract #21591-2-2 to **Duct Clean Corporation, 230 Stagg St., Stratford, CT** for On Call HVAC Duct Cleaning Service for the NHPS for Fiscal Year 2019-20.

**Amount of Contract:** Not to exceed \$100,000.

**Funding Source:** 2019-2020 Capital Projects

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform duct-cleaning services to all of the HVAC ductwork throughout the district.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
The contractor's performance is tracked through the work order system and inspected by our in house steamfitters.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
This contract is a renewal and the pricing remains the same as last fiscal year. The contract was awarded to the sole bidder and there was a slight increase from FY 17-18 contract. The contract for FY 17-18 was \$64.80 per hour and the contract for FY 18-19 was for \$65.50 per hour or a \$.70 per hour increase. The contractor is neither SCDP nor minority based.

See option to renew letter attached.

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Stephen Edwards  
Duct Cleaning Corp.  
230 Stagg Road  
Stratford, CT 06615

RE: Contract Renewal for: Duct Cleaning Corp.  
Contract Name: On Call HVAC Duct Cleaning  
Contract # 21591-2-2  
In the amount of: \$100,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: DUCT CLEAN CORP.

Contact Name: STEPHEN M. EDWARDS /   
Print Signature

Title: PRESIDENT Date: 3/8/19





**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp  
 Mayor

**Fiscal Year 2018/2019**

Michael V. Fumiatti, Sr  
 Purchasing Agent

**July 23, 2018**  
**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510  
 Tel. (203)946-8201- Fax. (203)946-8206

Duct Cleaning Corporation		Contract Name:	On Call HVAC Duct Cleaning
230 Stagg Road		Contract #	21591-1-2
Stratford, CT 06615		Date Advertised:	May 27, 2018
Contractor Contact	Stephen Edwards	Date Opened:	June 13, 2018
Telephone #:	203-380-0191		
Project Number:		Contract Value:	\$100,000.00
Vendor Number:	23386	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>				
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>



NEW HAVEN PUBLIC SCHOOLS

Joseph Barbarotta  
Executive Director  
Facilities Services

**MEMORANDUM**

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for On Call Sidewalk Repairs  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez

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654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of the Renewal of Contract #50449-2-2 to G. Capasso & Sons, LLC, 15 Oxford Street, New Haven, CT for On Call Sidewalk Repairs for the NHPS for Fiscal Year 2019-20.

**Amount of Contract: Not to exceed \$25,000.**

**Funding Source: 2019-20 Capital Projects**

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform asphalt and sidewalk repairs.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
This contractor has a track record with the city and has performed these services satisfactorily in the past. We will monitor the work with utilizing the work order system.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
This contract is a renewal and the pricing remains the same as last fiscal year. This contract was awarded to the lowest of the three bidders. The contractor is a New Haven Based Enterprise and part of the SCDP.

See option to renew letter attached.

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Joe Capasso  
G. Capasso & Son's  
15 Oxford St.  
New Haven, CT 06513

RE: Contract Renewal for: G. Capasso & Sons  
Contract Name: On Call Sidewalk Repairs  
Contract # 50449-2-2  
In the amount of: \$25,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: G. Capasso & Sons

Contact Name: Giuseppe Capasso 1 Giuseppe Capasso  
Print Signature

Title: owner Date: 3-4-19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp  
 Mayor

**Fiscal Year 2018/2019**

Michael V. Fumiatti, Sr  
 Purchasing Agent

**June 27, 2018**  
**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510  
 Tel. (203)946-8201- Fax. (203)946-8206

G. Capasso & Sons, LLC		Contract Name:	On Call Sidewalk Repairs
15 Oxford Street		Contract #	50449-1-2
New Haven, CT 06513		Date Advertised:	April 24, 2018
Contractor Contact	Joe Capasso	Date Opened:	May 9, 2018
Telephone #:	203-996-5500		
Project Number:		Contract Value:	\$25,000.00
Vendor Number:	47589	Contract Term:	July 1, 2018--June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable
2. Written signature of authorized agent	5. Written signature of the witnesses
3. Title of authorized agent	6. DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1. Full business name of bidder.	6. Seal of Surety Company.
2. Name of Surety Company.	7. Written signature of witnesses.
3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.
4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.
5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.

<b>Contract Renewal – All terms and conditions of original contract apply</b>			
<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>



NEW HAVEN PUBLIC SCHOOLS

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services

**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for On Call Painting and Varnishing  
**Meeting Date:** April 15, 2019  
**cc:** John Barbarotta, Luz Perez



654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax (203) 936-5229

For consideration and approval of the Renewal of Contract #50458ABC- 2-2 for On Call Painting and Varnishing Services for the NHPS for Fiscal Year 2019-20 to the following vendors:

In an amount not to exceed:

- |   |             |
|---|-------------|
| (A) Amazon Landscaping Design<br>and Handyman Services LLC<br>226 Forest Road<br>West Haven, CT 06516 | \$33,500.00 |
| (B) Hewitt Construction Services, LLC<br>138 Huntington Ave.<br>New Haven, CT 06512                   | \$33,500.00 |
| (C) Tim's Enterprises, LLC<br>39 Myrtle Ave.<br>Ansonia, CT 06401                                     | \$33,500.00 |

**Funding Source:** 2019-2020 Capital Projects

**Key Questions:**

1. Please describe how this service is strategically aligned with school or District goals. The service is to perform painting services that are beyond the scope of our in house painter.
2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided. The contractor's performance is inspected by the board of education painter as well as the A.F.B. trades manager.
3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.  
This contract is a renewal and the pricing remains the same as last fiscal year. The contract was awarded to all three bidders. The contract is priced at the same rate as last year and two of the contractors are New Haven Based, Minority Based SCDP participant and the third is a minority SCDP participant not from New Haven.

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Marco Zanette  
Amazon Landscaping Design and Handyman Services LLC.  
226 Forrest Road  
West Haven, CT 06516

RE: Contract Renewal for: Amazon Landscaping Design and Handyman Services LLC.  
Contract Name: On Call Painting and Varnishing  
Contract #50458A-2-2  
In the amount of: \$33,500

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Amazon Landscaping Design Handyman Services LLC

Contact Name: Marco A. Zanette / Marco A. Zanette  
Print Signature

Title: Owner Date: 3-20-19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp

*Mayor*

Michael V. Fumiatti, Sr  
*Purchasing Agent*

**Fiscal Year 2018/2019**

**June 27, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Amazon Landscaping Design and Handyman Services, LLC		Contract Name:	On Call Painting & Varnishing
226 Forrest Road		Contract #	50458A-1-2
West Haven, CT 06516		Date Advertised:	April 15, 2018
Contractor Contact	Marco Zanette	Date Opened:	April 25, 2018
Telephone #:	203-934-7476		
Project Number:		Contract Value:	\$33,500.00
Vendor Number:	50661	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>				
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>



**NEW HAVEN PUBLIC SCHOOLS**  
654 Ferry St. New Haven Ct. 06513



117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/25//19

Mr. Charles Hewitt  
138 Huntington Ave.  
New Haven, CT 06512

RE: Contract Renewal for: Hewitt Construction Services, LLC.  
Contract Name: On Call Painting and Varnishing Inc.  
Contract #50458B -2-2  
In the amount of: \$33,500

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Hewitt Construction Services LLC.

Contact Name: Charles Hewitt | C. Hewitt  
Print Signature

Title: -DOWNEY Date: MARCH - 4 - 2019





**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
Purchasing Agent

**Fiscal Year 2018/2019**

**June 27, 2018**

**NOTICE OF AWARD**

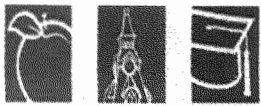
200 Orange Street Rm 301  
New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Hewitt Construction Services, LLC		Contract Name:	On Call Painting and Varnishing
138 Huntington Avenue		Contract #	50458B-1-2
New Haven, CT 06512		Date Advertised:	April 15, 2018
Contractor Contact	Charles Hewitt	Date Opened:	April 25, 2018
Telephone #:	203-467-2134		
Project Number:		Contract Value:	\$33,500.00
Vendor Number:	52405	Contract Term:	July 1, 2018--June 30, 2019

<b>X</b>	<b>Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:</b>			
	1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable		
	2. Written signature of authorized agent	5. Written signature of the witnesses		
	3. Title of authorized agent	6. DO NOT fill in date on first page of agreement		
	<b>Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.</b>			
	<b>Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.</b>			
<b>X</b>	<b>Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.</b>			
	<b>Labor &amp; Material &amp; Performance Bond(s) - 2 signed originals are required, Complete as follows:</b>			
	1. Full business name of bidder.	6. Seal of Surety Company.		
	2. Name of Surety Company.	7. Written signature of witnesses.		
	3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.		
	4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.		
	5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.		

<b>Contract Renewal – All terms and conditions of original contract apply</b>				
	<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>



NEW HAVEN PUBLIC SCHOOLS

654 Ferry St. New Haven Ct. 06513



GO TO SERVICES

117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/8/19

Mr. Tim Washington  
Tim's Enterprise's LLC.  
39 Myrtle Ave.  
Ansonia, CT 06401

RE: Contract Renewal for:  
Contract Name: On Call Painting and Varnishing  
Contract # 50458C-2-2  
In the amount of: \$33,500


According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 2/18/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Tim's Enterprise LLC

Contact Name: Timothy Washington   
Print Signature

Title: member/manager Date: 2-15-19



**CITY OF NEW HAVEN**  
**BUREAU OF PURCHASES**

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
 Purchasing Agent

**Fiscal Year 2018/2019**

**June 14, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
 New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Tim's Enterprises, LLC		Contract Name:	On Call Painting and Varnishing
39 Myrtle Avenue		Contract #	50458C-1-2
Ansonia, CT 06401		Date Advertised:	April 15, 2018
Contractor Contact	Tim Washington	Date Opened:	April 25, 2018
Telephone #:	203-410-5989		
Project Number:		Contract Value:	\$33,500.00
Vendor Number:	46417	Contract Term:	July 1, 2018--June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1.	Full business name of bidder	4.	Certificate of Corporate Principal, if applicable
2.	Written signature of authorized agent	5.	Written signature of the witnesses
3.	Title of authorized agent	6.	DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1.	Full business name of bidder.	6.	Seal of Surety Company.
2.	Name of Surety Company.	7.	Written signature of witnesses.
3.	Written signature of authorized agent or bidder.	8.	Acknowledgment of Surety Company page.
4.	Seal of bidder, if applicable.	9.	Financial Statement of Surety Company.
5.	Surety Company's authorized signature.	10.	Updated power of attorney for Surety Company.

**Contract Renewal – All terms and conditions of original contract apply**

<input type="checkbox"/>	<b>State Wage</b>	<input type="checkbox"/>	<b>Livable Wage</b>	<input type="checkbox"/>	<b>Federal Wage</b>	<input type="checkbox"/>	<b>No Wage</b>
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NEW HAVEN PUBLIC SCHOOLS

**MEMORANDUM**

Joseph Barbarotta  
Executive Director  
Facilities Services



654 Ferry Street  
New Haven, CT 06513  
Tel. (475) 220-1631  
Fax. (203) 936-5229

**To:** Finance and Operations Committee

**From:** Joseph Barbarotta

**Re:** F&O Agenda Item/For Approval  
Renewal of Contract for On Call Locksmith Repair Service

**Meeting Date:** April 15, 2019

**cc:** John Barbarotta, Luz Perez

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For consideration and approval of the Renewal of Contract #50478-2-2 to **Cohen's Key Shop, Inc., 127 Fitch St., New Haven, CT** for On Call Locksmith Repair Service for the NHPS for Fiscal Year 2019-20.

**Amount of Contract:** Not to exceed \$50,000.

**Funding Source:** 2019-2020 Capital Projects

**Key Questions:**

1. **Please describe how this service is strategically aligned with school or District goals.** The service is to perform services for locks, hardware, keys and card access for all schools.
2. **Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation? Inspections and maintenance reports are provided.**  
The contractor's performance is inspected by the board of education carpenter as well as the AFB trades manager.
3. **Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**  
This contract is a renewal and the pricing remains the same as last fiscal year. The contract was awarded to the sole bidder. The contract increased last year by \$10.00 per hour for regular time and reduced the overtime rate by \$10.00, which reflects a 6.45% total increase to the contract. This contract is vital for the security and safety of the students and staff.

See option to renew letter attached.



New Haven School Change

NEW HAVEN PUBLIC SCHOOLS

654 Ferry St. New Haven Ct. 06513



GOTO SERVICES

117 Kendall St. New Haven, CT 06513

New Haven Public Schools Facilities Department

Date: 2/25/19

Mr. Mark Cohen  
Cohen's Key Shop, Inc.  
127 Fitch Street  
New Haven, CT 06515

RE: Contract Renewal for:  
Contract Name: On Call Locksmith Repair Services  
Contract # 50478-2-2  
In the amount of: \$50,000

According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2019-2020. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance. If you choose not to renew this contract please send me a letter stating such so we can terminate the contract and re-bid the work for the upcoming year.

Please sign below and return to John Barbarotta at 654 Ferry Street, New Haven, CT 06513 no later than 3/11/19. You may fax a copy to 203-936-5229 or scan and email to [john.barbarotta@nhboe.net](mailto:john.barbarotta@nhboe.net) to expedite renewal but, please follow up and send hard copy in mail.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta  
Director of Facilities NHBOE  
654 Ferry Street  
New Haven Ct. 06513  
P#475-220-1644

Company Name: Cohen's Key Shop inc.

Contact Name: Mark A. Cohen Mark A Cohen  
Print Signature

Title: V.P. Date: 3/1/19



**CITY OF NEW HAVEN**  
BUREAU OF PURCHASES

Toni N. Harp

Mayor

Michael V. Fumiatti, Sr  
Purchasing Agent

**Fiscal Year 2018/2019**

**June 12, 2018**

**NOTICE OF AWARD**

200 Orange Street Rm 301  
New Haven, Connecticut 06510

Tel. (203)946-8201- Fax. (203)946-8206

Cohen's Key Shop, Inc.		Contract Name:	On Call Locksmith Repair Services
127 Fitch Street		Contract #	50478-1-2
New Haven, CT 06515		Date Advertised:	April 15, 2018
Contractor Contact	Mark Cohen	Date Opened:	April 26, 2018
Telephone #:	203-397-3528		
Project Number:		Contract Value:	\$50,000.00
Vendor Number:	22650	Contract Term:	July 1, 2018--June 30, 2019

**X Contract AGREEMENT forms - 2 signed originals are required. Complete as follows:**

1. Full business name of bidder	4. Certificate of Corporate Principal, if applicable
2. Written signature of authorized agent	5. Written signature of the witnesses
3. Title of authorized agent	6. DO NOT fill in date on first page of agreement

**Contractor must comply with Commission on Equal Opportunities requirements. Contact their office at (203) 946-8160 for additional paperwork.**

**Contractor must comply with the Small Contractor Development Program requirements. Contact their office at (203) 946-6550 for additional paperwork.**

**X Insurance certificates - required in duplicate, see attached Rider for endorsements and policy limits.**

**Labor & Material & Performance Bond(s) - 2 signed originals are required, Complete as follows:**

1. Full business name of bidder.	6. Seal of Surety Company.
2. Name of Surety Company.	7. Written signature of witnesses.
3. Written signature of authorized agent or bidder.	8. Acknowledgment of Surety Company page.
4. Seal of bidder, if applicable.	9. Financial Statement of Surety Company.
5. Surety Company's authorized signature.	10. Updated power of attorney for Surety Company.

**Contract Renewal – All terms and conditions of original contract apply**

<b>State Wage</b>	<b>Livable Wage</b>	<b>Federal Wage</b>	<b>No Wage</b>
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