



NEW HAVEN PUBLIC SCHOOLS

DRAFT
*Pending Corp
Counsel Approval*

INTEROFFICE MEMORANDUM

Joseph Barbarotta
*Executive Director
Facilities Services*

To: Finance and Operations Committee
From: Joseph Barbarotta
Re: F&O Agenda Item/For Approval
Award of Contract for On Call HVAC Controls Services
Meeting Date: May 18,2020
cc: John Barbarotta, Luz Perez



375 Quinnipiac Ave.
New Haven, CT 06513
Tel. (475) 220-1631
Fax. (203) 936-5229

For consideration and approval of the Renewal of Contract #21579-2-2 to CT Controls Corp., 18 Industrial Park Road, Centerbrook, CT for On Call HVAC Controls Service for the NHPS for Fiscal Year 2020-21

Amount of Contract: Not to exceed \$200,000.

Funding Source: 2020-21 Operating Budget
Acct. #190-47400-56624

Key Questions:

1. **Please describe how this service is strategically aligned with school or District goals.**
The service is to perform repair and upgrades to the BOE Building Maintenance System that controls the heat and air conditioning throughout the district.
1. **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 as well as daily collaboration with AFB energy manager. These services respond to daily HVAC issues.
2. **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 sole bidder. The contract had an increase of \$5.00 per hour or 4%. The contractor has a good track record of service and has assisted with the application and eventual award of grant funding. This contractor is essential to the daily operation and maintenance of the districts HVAC systems. This contract is in excess of the \$150,000 threshold of and therefore is not eligible for the SCDP.

See option to renew letter attached.



MEMORANDUM

BUREAU OF PURCHASES

CITY OF NEW HAVEN



Michael V. Fumiatti, Purchasing Agent
200 Orange Street, New Haven,
Connecticut 06510
Telephone (203) 946-8201
Facsimile (203) 946-8206

CONTRACT AWARD MEMO

TO:	Michael V. Fumiatti, Purchasing Agent		
FROM:	John Barbarotta- Facilities		
DATE:	March 10, 2020		
CONTRACT NAME:	HVAC Controls		
CONTRACT # CONTRACT START AND COMPLETION DATE:	July 1, 2020 – June 30, 2021		
PROJECT #	21682		
Contractor's Name:	CT Controls Corp.		
Address:	18 Industrial Park Road		
City, State, ZIP:	Centerbrook, CT 06409		
Contractor Contact:	Tom Laird		
Telephone:	860-767-9747	Fax	
Vendor Code:	47128	Ship To:895	Bill To : 895
Amount of Contract:	\$200,000		
Account # to charged:	Awaiting new account numbers		

Authorized signatory, please sign this form after your name: By signing you indicate that you are authorized to charge against this account and that this account is appropriate for the work being contracted.

If you agree with the apparent low bidder, please respond within 5 business days.

Should you have any questions or concerns, do not hesitate to contact me.

Please do not enter a requisition for this award.

Primary Responses

Success: All data is valid!

Status	Bid/No Bid Decision	#	Item/Description	Quantity Required	Unit of Measure	Unit Price	Total Cost
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Numeric

Labor

Success: All values provided	Bid	#1-1	Hourly rates for Service & Maintenance	1500	PER HOUR	\$ 128.00	\$ 192,000.00
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