



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Frank Fanelli, Director of Project Management

Date: July 26, 2023

Re: Purchase Order under State Contract 19PSX0002 with Consolidated Electric, Inc. to upgrade PA & Clock system at Troup School.

Answer all questions and have a representative ready to present the details of each question during the Finance & Operations meeting or this proposal may not be advanced for consideration by the full Board of Education.

Company Information		
Vendor Name:	Consolidated Electric, Inc.	
Doing Business as: (DBA)		
Vendor Address:	100 Wheeler St, Unit F New Haven CT 06512	
Vendor Contact Name:	Jane Kerr	
Vendor Contact Email:	KerrJ@Conelectricinc.com	
Is the contractor a minority or women owned small business?		No
Agreement/Contract Information		
New or Renewal Agreement/Contract?	Purchase Order	
Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small>	From 08/1/2023	To 06/30/2023
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	\$31,025.00	
Funding Source Name: Acct. #:	ARP ESSER III Carryover 2553-6399-56697-0474	
Contract #: <small>(Local or State)</small>	State Contract 19PSX0002	



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Key Questions:

1. What specific service will the contractor provide:

To upgrade PA clock and bell system at Troup School.

2. How was the contractor selected? **Attach appropriate supporting documents*

☒ **Quotes**

☐ **Scaled Bid #** _____

☐ **Sole Source #** _____

☐ **RFP#** _____

☒ **State Contract #19PSX0002**

☐ **Exempt Professional**

- ☐ Accountant
- ☐ Actuary
- ☐ Appraiser
- ☐ Architect
- ☐ Artist
- ☐ Dentist
- ☐ Engineer
- ☐ Expert Professional Consultant
- ☐ Land Surveyor
- ☐ Lawyer
- ☐ Physician/Medical Doctor

3. If the vendor was selected through Solicitation (Bid/RFQ/RFP) process; answer the following:

a. Please explain how the vendor was chosen? **Attach Vendor Proposal*

N/A – State

b. Who were the members of the selection committee? *(Minimum 3 members required)*

N/A – State



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Key Questions: - Continued

4. If this is a renewal with a current vendor, has the vendor has met all obligations under the existing agreement/contract?

N/A

5. If this agreement/contract is a Renewal, has the cost increase? If yes, by how much? *Attach Renewal Letters

N/A

6. If this new agreement/contract, has cost for service increased from previous years? If yes, by how much?

This is a service to update the system at Troup School that is currently outdated.

7. Is this a service that existing staff could provide? Why or why not?

No this is a service that is provided by a vendor who has the technology and knowledge to perform the services requested.



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Agreement/Contract Processing Checklist

To ensure timely processing of the submitted Agreement/Contract it is imperative to collect and provide all of the required documentation noted below and provide with submission to board.

Forms/Documents are available in: Drive G:\F&O Agenda Minutes\Agreement Contract Checklist\2022-2023

1. Has this vendor performed service(s) in prior fiscal years?	
If Yes,	Vendor #
If No or New,	Vendor must provide completed W9
2. A quotes or proposal submitting regarding the agreement/contract.	
If RFP	Attach Vendor Submitted
Other	Copy of State Contract, Quotes, etc.
3. <u>Certificates of Liability Insurance (COI) are required for ALL agreements/contracts, read the following and select the applicable Rider.</u> It is the submitters responsibility to request the COI from the vendor and attach with submission; the COI from the Vendor <u>must match rider specifications outlined.</u> Failure to obtain or incorrect COIs will be returned for revision and will delay its processing.	
Rider 300	Professional Services – Onsite Umbrella; w/ Auto; w/ Workers Compensation
Rider 305	Professional Services – Onsite Umbrella; No Auto; No Workers Compensation
Rider 310	Professional Services – Onsite Umbrella; w/ Auto; No Workers Compensation
Rider 315	Professional Services – Onsite Umbrella; w/ Youth under 21
Rider 320	Professional Services – Offsite; No Auto; No Workers Compensation
Rider 325	Professional Services – Offsite; No Auto; No Workers Compensation; w/ Youth under 21
Rider 330	Professional Services – Offsite Attorney; No Auto; No Workers Compensation
Rider 335	Professional Services – Onsite; Physician/Dentist; No Auto
Rider 340	Professional Services – Onsite Physician/Dentist w/ Youth under 21
Rider 345	Professional Services – Onsite Temp Nurses
Rider 350	Professional Services – Cyber – Onsite
Rider 355	Professional Services – Cyber – Offsite
4. The City of New Haven requires the information requested in the <u>Disclosure Affidavit</u> before any City agency, department, or city official seeking agreement/contract shall obtain them, notarized.	
Emailed Disclosures are acceptable.	



PROPOSAL
CONSOLIDATED ELECTRIC, INC.

5435

Mailing Address
100 Wheeler St., Unit F
New Haven, CT 06512

AA/EOE

(203) 468-2111 FAX (203) 468-9830
CT Lic. #E-1 191695

Shipping Address
100 Wheeler St., Unit F
New Haven, CT 06512

PROPOSAL SUBMITTED TO:	PHONE	DATE
NHBOE		July 14, 2023
STREET	JOB NAME	
CITY, STATE AND ZIP CODE	JOB LOCATION	
	Troup	
ATTN.: Jeff Standrowicz	FAX	

We hereby submit the estimate for the above referenced project

Price for upgrade of PA & Clock system for Troup school of \$31,025.00 includes:

1. Material and Equipment per ESC quote
2. Labor and material to assist ECS with installation
3. Price for clock replacement is \$212.00 each (quantity unknown at this time)

Price does not include:

1. Bonding or taxes
2. Overtime labor

All material is guaranteed to be as specified. All work to be completed in a workmanlike Manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature_____

Note: This proposal may be
Withdrawn by us if not accepted within_____days.

Date of Acceptance_____

Signature_____



PROPOSAL



New Haven Public Schools
Excellence in Education

Troup School

PA upgrade and Clocks – Being Proposed by ESC

PRESENTED TO:
Consolidated

PREPARED BY:
Bruce Politz
Audio Visual Technology Sales
860-953-8800
860-559-8135 (cell)
b.politz@escontrols.com

DATE:
July 14, 2023



18 JANSEN COURT • WEST HARTFORD, CT 06110
www.escontrols.com



BUILDING
AUTOMATION



SECURITY



LIFE SAFETY



ENERGY
SOLUTIONS



AUDIO VISUAL



MECHANICAL
SERVICES

July 14, 2023

RE: PA upgrade and Master Clock upgrade

Scope of work:

PA – replace existing amplifiers, install PA equipment and configure. **\$ 18,873**

PA equipment: e300-MA main control phone unit

eAmp – takes input from phone system sends out to system.

eMH – Scheduling for bells, audio files,

QSC ISA300Ti Amp x 2

RDL 1x3 splitter and power supply

Ethernet switch

Clocks - provide and install wireless master clock transmitter and 1 repeater **\$4,969**

(we will need a network connection for the master clock and repeater)

Cost per 110V wireless clock **\$165.00**

Sincerely,

Bruce Politz

Audio Visual Technology Sales

[Environmental Systems Corporation](#)

18 Jansen Court, West Hartford, CT 06110

Cell: 860-559-8135 | Work: 860-953-8800

Exclusions

1. Price does not include tax, bond, permit fees or special shipping
2. Price is valid for 30 days
3. Material price increases after order but prior to material release may be an additional cost

Terms & Conditions

The information contained in this proposal is proprietary and confidential to Environmental Systems Corporation, (ESC) and is offered solely for your own use and evaluation. We intend to maintain the confidentiality of any information you have provided us, and we require that this proposal be kept in strict confidence and that it not be disclosed to any outside party for any other purpose.

1. Project or Repair services provided under this agreement will be performed during normal working hours unless otherwise noted. Normal working hours are defined as 7:00am to 3:30pm, Monday through Friday inclusive, excluding holidays.
2. Reasonable and **safe** means of access to the equipment being serviced shall be provided to ESC. ESC shall be permitted to start and stop all equipment necessary to perform its services. If any of the equipment requiring service is considered unsafe, the client will be required to properly correct the unsafe condition before ESC will proceed with the service. ESC shall be permitted to the use of the buildings fixed ladders, mops etc.
3. The guarantees and services provided under the scope of this agreement are conditioned upon the Client properly operating and maintaining the system. Client will do so in accordance with industry accepted practices. This proposal does not include responsibility for poor system design, undeclared or hidden conditions, system obsolescence or equipment beyond its reasonable life.
4. Client agrees to pay invoices within thirty (30) days of receipt. ESC reserves the right to cancel this and/or stop work under this agreement without notice, should payment become sixty (60) days or more delinquent.
5. Client agrees to pay in advance for material, equipment and engineering costs necessary for the start of the project.
6. ESC shall not be liable for any loss, delay, injury or damage that may be caused by circumstances beyond its control including, but not restricted to acts of God, war, civil commotion, acts of government, fire, theft, corrosion, flood, lightning, power fluctuation, freeze-ups, strikes, lockouts, differences with workmen, riots, explosions, quarantine restrictions, delays in transportation, fuel, labor or materials, or malicious mischief.
7. In no event shall ESC be liable for business interruption losses or consequential or speculative damages, but this sentence shall not relieve ESC of liability for damage to property or injury to persons resulting from accidents caused directly by the negligence of ESC in performance or failure of its obligations under this agreement.
8. In the unlikely event of failure to perform its obligations, ESC's liability is limited to repair or replacement at its option and such shall be Client's sole remedy. Under no circumstances will ESC be responsible for loss of use, loss of profits, increased maintenance or operating costs, claims of clients or client's tenants, or any special, indirect or consequential damages.
9. ESC shall warranty all workmanship and labor for one year after the project's completion date and all parts and material shall be covered by manufactures warranties.
10. Any alteration or deviation from specifications above involving extra cost will be executed only by written orders and will become an extra charge over and above the estimate. This proposal may be withdrawn by Environmental Systems Corporation if not accepted within 30 days.
11. ESC is not responsible for the Identification, Abatement or the removal of asbestos or any other toxic or hazardous substances, waste or materials. In the event such hazardous conditions are found, the sole obligation of ESC is to notify the customer or owner of the hazards. ESC shall have the right to suspend its work until such hazards are removed. The completion time of the work shall be extended and the contract price be equitably adjusted as necessary.
12. In the event either party must commence a legal action in order to enforce any right under this contract, the successful party shall be entitled to all court costs and reasonable attorney's fees as determined by the court for prosecuting and defending the claim.
13. If required, customer shall be responsible for paying all applicable taxes both state, local and permit fees.
14. ESC requests to be notified of any alterations, additions, adjustments, or repairs that are made by others.
15. Work necessitated by present or future requirements by governments or insurance companies are not included.