

New Haven Public Schools

INTEROFFICE MEMORANDUM

Joseph Barbarotta
Executive Director
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NEW HAVEN PUBLIC SCHOOLS

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To: Finance and Operations Committee
From: Joseph Barbarotta
Re: F&O Agenda Item/For Approval Renewal of Contract for On Call HVAC Controls Services
Meeting Date: 4/18/2022
cc: J. Barbarotta, L. Perez

For consideration and approval of the Renewal Award of Contract #21679-3-4 to the sole bidder, CT Controls Corp., 18 Industrial Park Road, Centerbrook, CT for On Call HVAC Controls Service for the NHPS for Fiscal Year 2022-2023.

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

Funding Source: 2022-2023 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.

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 as well as daily collaboration with the energy manager. These services respond to daily HVAC issues.

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 therefore the pricing remains unchanged. 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.