



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Jamar Alleyne, Executive Director of Facilities Management
Date: July 24, 2023
Re: Renewal Award of Contract 21705-4-4 with Clearwater Industries, Inc. to provide On Call Water Treatment Services

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:	Clearwater Industries, Inc.	
Doing Business as: (DBA)		
Vendor Address:	415 Bridgeport Avenue. Shelton, CT 06484	
Vendor Contact Name:	Alan Bader	
Vendor Contact Email:	AlanBader@clearwatershelton.com	
Is the contractor a minority or women owned small business?	No	
Agreement/Contract Information		
New or Renewal Agreement/Contract?	Renewal Option 3 of 3	
Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small>	From 07/01/2023	To 06/30/2024
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	\$60,000.00	
Funding Source Name: Acct. #:	2023-2024 Capital Projects 3C22-2261-58101	
Contract #: <small>(Local or State)</small>	21705-4-4	



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Key Questions:

1. What specific service will the contractor provide:

Provide annual services as needed. The contractor to possess all licenses and certifications needed for all welding standards including but not limited to: ASME- American Society of Mechanical Engineers, AWS- American Welding Society and API American Petroleum Institute.

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

- Quotes
- Sealed Bid # 21705
- Sole Source # _____
- RFP# _____
- State Contract # _____
- 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*

Sealed Bid

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

N/A - Sealed Bid



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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?

The vendor has been working with the district for several years and has met all obligations under contract.

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

No increase, on call draw down amounts for the year.

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

N/A

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

No this is a professional service that is provided by licensed professionals.



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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 # <u>32985</u>
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.
<p>3. <u>Certificates of Liability Insurance (COI) are required for ALL agreements/contracts, read the following and select the applicable Rider.</u></p> <p>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></p> <p>Failure to obtain or incorrect COIs will be returned for revision and will delay its processing.</p>	
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
<p>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.</p>	
Emailed Disclosures are acceptable.	



City of New Haven

Bureau of Purchases

200 Orange Street, Room 301

New Haven, CT 06510

Tel: 203-946-8201 Fax: 203-946-8206

The City of New Haven ("City") is accepting sealed Bids for the following:

Title:

On Call Water Treatment Services

Solicitation #:

21705

Project #:

N/A

Responses must be submitted in the form and manner specified in this request. Solicitation details are outlined in the **Project Summary**.

Forms and specifications may be obtained and your digital submission through the Bureau of Purchases, website:

[https://newhavenct.bonfirehub.com/portal/?](https://newhavenct.bonfirehub.com/portal/)

Honorable Justin Elicker

Mayor

Michael V. Fumiatti, Sr,

Purchasing Agent



City of New Haven
 Bureau of Purchases
 200 Orange Street Rm 301
 New Haven, CT 06510

Telephone: (203) 946-8201 Fax: (203) 946-8206
 www.newhavenct.gov/gov/depts/purchasing/

INVITATION TO BID

Project Summary

Project Name:	Water Treatment for Boilers and Chillers						
Solicitation #:	21705						
City Project #:	N/A						
Solicitation/Advertise Date:	April 12, 2020						
Bid Closing Date:	May 7, 2020			Bid Opening Time:	3:00		PM
Pre-Bid Meeting Date:	N/A			Pre-Bid Meeting Time:			
Pre-Bid Meeting Location:	N/A						
Department:	Citywide						
Solicitation Type:	Construction	<input checked="" type="checkbox"/>	Service	<input type="checkbox"/>	SCD* - Construction	<input type="checkbox"/>	SCD* - Service
Contract Term:	Construction	(See Specification)	Service	<input checked="" type="checkbox"/>	y e a r	3	Renewals Option(s) (at the sole discretion of the CONH)
Projection Description:	Provide annual services as needed.. The contractor to possess all licenses and certifications needed for all welding standards including but not limited to: ASME- American Society of Mechanical Engineers, AWS- American Welding Society and API American Petroleum Institute.						
Material Markup Allowed	NA			Yes, enter percent markup on Statement of Qualifications form			
Insurance Requirements:	Refer to Rider	A		(This Rider is attached)			
Local Preference:	Yes						
MBE/WBE Utilization Form:	Required if your base Bid Submission is \$150,000 or greater						
Bid Bond:	N/A			Percentage Amount:			%
Labor, Material and Performance Bond:	N/A						
Wage Rates:	Prevailing State	<input checked="" type="checkbox"/>	Livable Wage \$17.42 per Hour - FY 20/21	<input type="checkbox"/>	Davis Bacon Federal	<input type="checkbox"/>	N/A

SECTION C – PROJECT SPECIFICS-DETAILED

SCOPE OF WORK

- a. The work to be performed by the On-Call Water Treatment Services Contractor under these Specifications shall consist of furnishing all material, labor, supervision, tools, supplies and other expenses necessary to fulfill all the details of Water Treatment Services related work orders issued by the New Haven Public Schools, Facilities Department, including but not limited to the following; inspections, analytical work, material, water treatment products and equipment to provide a complete program for water treatment of all heating and cooling systems. The equipment will include but is not limited to closed loop, hot water boilers, low pressure steam boilers, recirculating systems, glycol loops and cooling tower water treatment systems. All chemical products must meet all regulatory agency guidelines and standards. The contractor is responsible for providing appropriate certifications and reports as required by the New Haven Public Schools and City of New Haven.
- b. The Successful bidder will provide water treatment products and other engineering services in accordance with accepted industry standards as it related to a full contract as required by the New Haven Public Schools Facilities Department at designated school locations. The bidder will provide all necessary chemicals, reagent and equipment to maintain desired chemical residuals and additions for each system. In house training and log sheets must be provided for testing on each system. Moreover, the bidder must provide a minimum of monthly service to each system which will include delivering required chemical, removal of empty chemical containers, adjusting feed and control equipment and making additions of chemicals as testing requires. The bidder must provide written reports for each service call that will consist of comments and recommendations resulting from the inspection and evaluation of test data. The contractor will record adjustments of the treatment dosage and blowdown/bleed off rates as well as other operational considerations. Reports must be mailed within 24 hours of visit. The successful bidder will provide standard plate counts of all the cooling tower systems and provide annual Legionella testing of all tower systems. The contractor will provide safe handling and reasonable measure to guard against any chemical spoil along with secondary containment.
- c. On a monthly basis, beginning the initial month of the contract, the vendor will inspect the designate water treatment systems for heating and cooling equipment and identify all deficiencies. The priority of repairs for such deficiencies will be determined by the NHPS Facilities Department HVAC director. NO work will commence without an estimate for the repair and an approved work order form the Supervisor of HVAC.
- d. The contractor shall visit each designate site at least once per month during the contract period to analyze the water in each system being treated, indicating performance and make recommendations as to proper controls. The contractor shall submit test reports from an outside laboratory other than the contractor's own lab when requested by the school district. The contractor shall submit monthly reports to the Facilities Department and report on the status of each system being treated. The contractor shall conform to the Standard Methods as approved by the American Public Health Association. The contractor shall provide Safety Data Sheets for each product supplied. The contractor shall provide training sessions for all operating personnel when requested at no additional expense the school district. All Contractor methods and actions shall meet all industry standards and shall meet all boiler manufacturer's specifications and standards. In addition, all contractor methods and actions must be in compliance with all Local, State and Federal regulations. Any feed equipment needed will be supplied by the contractor and becomes the property of New Haven Public Schools at the termination of the contact.
- e. The firm shall have an employee with a chemical engineering degree available whenever needed to perform the services listed in the contract.

- f. The firm must have an employee with a Connecticut Commercial Pesticide Applications Supervisory License good for cooling towers.
- g. The must have a Connecticut registration number for a Commercial Pesticide Application Business.
- h. The person providing the field service must have at least four (4) years' experience as a water treatment field technician.
- i. The bidder must be in compliance with all Local, State and Federal requirements.

SECTION D – Board of Education Location(s)

New Haven School Addresses 2020-2021

High Schools	Addresses
Adult and Continuing Education Center	580 Ella Grass Blvd.
Coop Arts & Humanities High School	177 College St.
Engineering & Science University Magnet School	500 Boston Post Road
High School in the Community	175 Water St.
Hill Regional Career High School	140 Legion Ave.
Hillhouse High School	480 Sherman Parkway
Metropolitan Business Academy	115 Water St.
New Haven Academy	444 -448 Orange St
Riverside Education Academy	103 Hallock Ave
Sound (Anderson)	60 Water St.
Sound (Emerson)	82 South Water St.
Sound Aquaculture Center (Foote)	17 Sea St.
Sound (McNeil)	60 South Water St.
Sound (Thomas)	40 South Water St.
Wilbur Cross High School	181 Mitchell Drive
Elementary and K-8 Schools	Addresses
Barack Obama Magnet School	69 Farnham Ave.
Barnard Magnet School	170 Derby Ave.
Beecher School	100 Jewell St.
Betsy Ross Arts Magnet School	150 Kimberly Ave.
Bishop Woods School	1481 Quinnipiac Ave.
Brennan K. School	199 Wilmont Ave.
Celentano Museum Academy/Polly T. McCabe Center	400 Canner St.
C. Rogers School	200 Wilmont Ave.
Clemente Leadership Academy	360 Columbus Ave.
Clinton Ave. School	293 Clinton Ave.
Columbus Family Academy	255 Blatchley Ave.
Conte West Hills Magnet School	511 Chapel St.
Davis Street Magnet School	35 Davis St.
East Rock Magnet School	133 Nash St.
Edgewood Magnet School	737 Edgewood Ave.
Elm City Montessori School	495 Blake St.
Fair haven School	164 Grand Ave.
Hill Central Music Academy	140 DeWitt St.
W.Hooker Elementary School	180 Canner St.
W. Hooker Middle School	691 Whitney Ave.
Jepson Magnet School	15 Lexington Ave.
John C. Daniels Magnet School	569 Congress Ave.
John S. Martinez Magnet School	100 James St.
King/Robinson Magnet School	150 Fournier St.
Lincoln-Bassett School	130 Bassett St.
Mauro/Sheridan Magnet School	191 Fountain St.
Dr. Reginald Mayo Early Learning Center/ECAT	185 Goffe St.

Nathan Hale School	480 Townsend Ave.
Quinnipiac School	460 Lexington Ave.
Ross/Woodward School	185 Barnes Ave.
Strong School @ Mauro	130 Orchard St.
Troup School	259 Edgewood Ave.
Truman School/Truman Head Start Program	114 Truman St.
West Rock Author's Academy	311 Valley St.
Wexler/Grant School	55 Foote St.
Others	Addresses
Facilities & Maintenance Offices/Old Montessori school	375 Quinnipiac Ave.
Central Kitchen	75 Barnes Ave.
Gateway Center/NHPS BoE Central Offices	54 Meadow St.
The Shack/WRAA	333 Valley St.
Storage/ Conte New Light	21 Wooster Place
Floyd Little Fieldhouse	480 Sherman Parkway
Parish Hall/Betsy Ross	150 Kimberly Ave.
Old Strong/ Storage	69 Grand Ave.