

New Haven Public Schools

Joseph Barbarotta
Executive Director
Facilities Services



NEW HAVEN PUBLIC SCHOOLS



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INTEROFFICE MEMORANDUM

To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Award of Contract for Hot Water Tank Replacement at CO-OP High School

Meeting Date: August 15, 2022

cc: J. Barbarotta, L. Perez

For consideration and approval of an Award of Contract #50582 to replace the failed Hot Water Tank at CO-OP High School to the sole bidder, Mechanical Heating and Air Conditioning Inc. 300 Whalley Ave. Suite 201, New Haven Ct for the NHPS for Fiscal Year 2022-2023.

Amount of Contract: As bid through City of New Haven Purchasing department not to exceed \$134,892

Funding Source: 2022-2023 Capital Projects
Account# 3C19-1985-58101

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals.

The service is to perform the removal of the old Hot Water Tank and replace it with a new Hot Water Tank to supply hot water to the school kitchens and bathrooms and sinks.

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 work was drawn by a professional Engineering firm and specifications were put out to bid through the Purchasing Department. It was put out through the Small Business Contractor Development Program and to be eligible to bid you must be a contractor enrolled in the program. We did a scope review with the contractor to determine if he can perform the work. He had good knowledge of the work and was the low bidder (only bidder) so we are awarding him the contract. This is a limit contract to the amount of time it takes to do the work.

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 being awarded to the sole bidder as this contract requires qualified technicians with specific knowledge required to perform the services.