



**Gail Cairns-Sharry**  
Executive Director

**NEW HAVEN PUBLIC SCHOOLS**  
Food Services Division

Tel: (475) 220-1610  
Fax: (203) 946-7650

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**MEMORANDUM**

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**TO:** NHPS Finance and Operations Committee  
**FROM:** Michael J. Pinto, NHPS Chief Operating Officer  
Gail Sharry, Executive Director, Food and Nutrition Program  
Michael Gormany, Interim City Budget Director  
**DATE:** May 22, 2020  
**RE:** F&O Agenda Item Request/Approval  
Renewal of Contract for On-Call Kitchen Suppression Repairs for fiscal year 2020-21  
**MEETING:** June 01, 2020

**Executive Summary:** Approval is requested for the renewal of contract under bid# 21646 to Encore Holding LLC, 35 Philmack Dr. STE. D, Middletown, CT 06457 for On-Call Kitchen Suppression Repairs products for the NHPS Food Service Program for FY 2020-21, in an amount not to exceed \$50,000.

**Funding Source:** Food Services, Acct. #25215200-56623

**Key Questions:**

- 1. Please Describe how this service is strategically aligned with school or District goals:**  
The Mission of the Food Service Department is to ensure that delicious, healthy meals are available to all New Haven students. These services will ensure that food service equipment is properly maintained to meet the mission of Food Service
- 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?**  
Precision Food Services is a vendor that New Haven has used in the past with no 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?**  
Vendor was selected based on solicitation/bid 21645 (attached).



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Michael Gormany & Gail Sharry  
75 Barnes Avenue  
New Haven, CT 06519

Friday, May 15, 2020  
Erica Mastropiero  
35 Philmack Drive  
Middletown, CT 06457  
Tel: : 860.970.0995  
e-mail: emastropiero@encorefireprotection.com

RE: Contract Renewal for:  
Solicitation No. RFP #21646  
Contract Name: On-Call kitchen suppression repairs  
Renewal Contract Amt: \$50,000


Dear Mr.Grifone:

According to your contract/agreement/bid solicitation with New Haven Public Schools, Food Service Division, the expiration date was June 30, 2020. The contract/agreement/solicitation includes a renewal option for the 2020-2021 fiscal year.

If you are interested in renewing the above referenced agreement for the same contractual amount (if applicable, including the livable wage increase for FY 20-21 for the City of New Haven beginning July 1, 2020) and under the same terms and conditions; please sign this letter of acceptance and email to myself (mgormany@newhavenct.gov) and Gail ([GAIL.CAIRNS.SHARRY@new-haven.k12.ct.us](mailto:GAIL.CAIRNS.SHARRY@new-haven.k12.ct.us)). Please mail the original to 75 Barnes Avenue, New Haven CT 06513.

Should you have any questions, please feel free to call me at 203-946-6413. Thank you for your attention to this matter.

*Michael Gormany*  
Michael Gormany  
City Budget Director and City Acting Controller  
City of New Haven and BOE Food Services

X   
Name Tom O'Connor

X President  
Title

X May 18, 2020  
Date

X TOconnor@encorefireprotection.com  
Email

**21646 ENCORE FIRE PROTECTION  
NHPS-ON CALL KITCHEN SUPPRESSION REPAIRS**

| #                               | Item/Description               | Quantity Required | Unit of Measure | Unit Price |
|---------------------------------|--------------------------------|-------------------|-----------------|------------|
| #1-1                            | REGUULAR HOURS                 | 300               | EA              | \$ 92.00   |
| #1-2                            | OVERTIME HOURS                 | 100               | EA              | \$ 134.00  |
| <b>PREVENTATIVE MAINTENANCE</b> |                                |                   |                 |            |
| #2-1                            | Barnard                        | 2                 | Ea              | \$ 189.00  |
| #2-2                            | Beecher                        | 2                 | Ea              | \$ 189.00  |
| #2-3                            | Betsy Ross Arts Magnet         | 2                 | Ea              | \$ 189.00  |
| #2-4                            | Bishop Woods                   | 2                 | Ea              | \$ 189.00  |
| #2-5                            | Celentano                      | 2                 | Ea              | \$ 189.00  |
| #2-6                            | Central Kitchen Facility       | 2                 | Ea              | \$ 189.00  |
| #2-7                            | Clarence Rogers                | 2                 | Ea              | \$ 0.00    |
| #2-8                            | Clinton Avenue School          | 2                 | Ea              | \$ 189.00  |
| #2-9                            | Columbus                       | 2                 | Ea              | \$ 189.00  |
| #2-10                           | Conte West Hills Magnet School | 2                 | Ea              | \$ 189.00  |
| #2-11                           | Coop Arts & Humanities HS      | 2                 | Ea              | \$ 189.00  |
| #2-12                           | Davis School                   | 2                 | Ea              | \$ 189.00  |
| #2-13                           | Domus                          | 2                 | Ea              | \$ 0.00    |

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| <b>#</b> | <b>Item/Description</b>      | <b>Quantity Required</b> | <b>Unit of Measure</b> | <b>Unit Price</b> |
|----------|------------------------------|--------------------------|------------------------|-------------------|
| #2-14    | East Rock Magnet             | 2                        | Ea                     | \$ 189.00         |
| #2-15    | Edgewood Magnet School       | 2                        | Ea                     | \$ 0.00           |
| #2-16    | Fair Haven Middle School     | 2                        | Ea                     | \$ 189.00         |
| #2-17    | Helene Grant                 | 2                        | Ea                     | \$ 189.00         |
| #2-18    | High School in the Community | 2                        | Ea                     | \$ 189.00         |
| #2-19    | Hill Music Academy           | 2                        | Ea                     | \$ 189.00         |
| #2-20    | Hill Regional Career HS      | 2                        | Ea                     | \$ 189.00         |
| #2-21    | Hyde Leadership Academy      | 2                        | Ea                     | \$ 189.00         |
| #2-22    | James Hillhouse High School  | 2                        | Ea                     | \$ 765.00         |
| #2-23    | Jepson Magnet                | 2                        | Ea                     | \$ 179.00         |
| #2-24    | John Daniels School          | 2                        | Ea                     | \$ 189.00         |
| #2-25    | John S. Martinez School      | 2                        | Ea                     | \$ 189.00         |
| #2-26    | Katherine Brennan            | 2                        | Ea                     | \$ 0.00           |
| #2-27    | King Robinson MS             | 2                        | Ea                     | \$ 189.00         |

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| #     | Item/Description              | Quantity Required | Unit of Measure | Unit Price |
|-------|-------------------------------|-------------------|-----------------|------------|
| #2-28 | Leeder Hill                   | 2                 | Ea              | \$ 0.00    |
| #2-29 | Lexington Ave Swing Space     | 2                 | Ea              | \$ 0.00    |
| #2-30 | Lincoln Bassett School        | 2                 | Ea              | \$ 189.00  |
| #2-31 | Mauro Sheridan                | 2                 | Ea              | \$ 189.00  |
| #2-32 | Metropolitan Business Academy | 2                 | Ea              | \$ 189.00  |
| #2-33 | Microsociety Magnet School    | 2                 | Ea              | \$ 189.00  |
| #2-34 | Nathan Hale School            | 2                 | Ea              | \$ 189.00  |
| #2-35 | New Horizons                  | 2                 | Ea              | \$ 0.00    |
| #2-36 | New Haven Academy             | 2                 | Ea              | \$ 189.00  |
| #2-37 | Riverside Education Academy   | 2                 | Ea              | \$ 0.00    |
| #2-38 | Roberto Clemente              | 2                 | Ea              | \$ 189.00  |
| #2-39 | Ross/Woodward School          | 2                 | Ea              | \$ 189.00  |
| #2-40 | Sound School                  | 2                 | Ea              | \$ 0.00    |
| #2-41 | Strong School                 | 2                 | Ea              | \$ 189.00  |
| #2-42 | Troup Magnet                  | 2                 | Ea              | \$ 189.00  |

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| #     | Item/Description    | Quantity Required | Unit of Measure | Unit Price |
|-------|---------------------|-------------------|-----------------|------------|
| #2-43 | Truman School       | 2                 | Ea              | \$ 0.00    |
| #2-44 | W. Hooker ES        | 2                 | Ea              | \$ 189.00  |
| #2-45 | W. Hooker MS        | 2                 | Ea              | \$ 189.00  |
| #2-46 | Wexler/Grant School | 2                 | Ea              | \$ 189.00  |
| #2-47 | Wilbur Cross HS     | 2                 | Ea              | \$ 765.00  |