



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Gilda Herrera, IT Director

Date: 3/23/2023

Re: Purchase Order, Liminex Inc. (GoGuardian) for virtual classroom monitoring

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:	Liminex Inc.	
Doing Business as: (DBA)	GoGuardian	
Vendor Address:	2030 E Maple Avenue, El Segundo CA 90245	
Vendor Contact Name:	Matt Lindman	
Vendor Contact Email:	424.220.8733	
Is the contractor a minority or women owned small business?	N/A	
Agreement/Contract Information		
New or Renewal Agreement/Contract?	Purchase Order FY 23-24	
Effective Dates: (mm/dd/yy) <small>Multi-yr. require Board of Aldermen approval</small>	From 7/1/2023	To 6/30/2024
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	\$70,620.00	
Funding Source Name: Acct. #:	ARP ESSER III Carryover 25526363 56697 0104	
Contract #: <small>(Local or State)</small>	A22-0494	



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Key Questions:

1. What specific service will the contractor provide:

GoGuardian Virtual classroom monitoring system, licenses. Third and final year of the contract.

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

- Quotes
- Sealed Bid # _____
- Sole Source # 29293x
- 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*

Sole Source designated vendor under multi year agreement from 07/01/2021 to 06/30/2024 Board of Alders, approved Order LM2021-0540 on Feb 22, 2022

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

N/A



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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?

Yes, under the multiyear agreement.

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

No.

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 service that only this particular vendor can provide. Which is also why the vendor was designated this service as Sole Source status with the City/District.



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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 #_12475_
If No or New,	Vendor must provide completed W9
2. A quote 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> <p>Emailed Disclosures are acceptable.</p>	



**MEMORANDUM
BUREAU OF PURCHASES
CITY OF NEW HAVEN**



Michael V. Fumiatti, Purchasing Agent
200 Orange Street, New Haven,
Connecticut 06510
Telephone (203) 946-8201
Facsimile (203) 946-8206

SLSRC # 29293x

DATE: March 10, 2022

TO: Thomas Lamb
Board of Education

FM: Michael V. Fumiatti,
Purchasing Agent

RE: Sole Source – Liminex Inc., DBA Go-Guardian

I have received your sole source request for the above referenced vendor and purpose. This vendor is the only known software provider for virtual classroom monitoring systems.

Therefore, pursuant to Section 74(d)(i) of the City Charter, I hereby designate the above referenced vendor as the "Sole Source" vendor for the above referenced purpose. Please prepare the appropriate procurement documents and include this Sole Source letter with your request.

While all else remains the same, this sole source does not expire.

Please note any non-competitively bid contract which is \$100,000.00 or greater may require Board of Alderman approval.

Any questions, please feel free to contact me @ x8201.

cc: Carl Carangelo - BOE
Salina Manning - BOE
Arami Martinez - Accounts Payable
File



Legislation Details (With Text)

File #: LM-2021-0540 **Version:** 1 **Name:**
Type: Order **Status:** Passed
File created: 12/10/2021 **In control:** Finance Committee
On agenda: **Final action:**
Title: ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE EXECUTION OF THE GOGUARDIAN AGREEMENT WITH THE BOARD OF EDUCATION FOR THE PERIOD OF JULY 1, 2021 TO JUNE 30, 2024.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 1GoGuardian_CoverLetter11152021, 2. 2BOA Order GoGuardian, 3. 0CHECK LIST FOR ALDERMANIC SUBMISSIONS_GOGUARDIAN, 4. 3GoGardian_PRIOR NOTIFICATION FORM 11152021, 5. 4GOGuardian_fiscal year statement 11152021, 6. 5GoGuardian Supporting Docs, 7. 6NOTICE OF INTENT_GoGuardian, 8. 7GRANT SUMMARY_GoGuardian

Date	Ver.	Action By	Action	Result
2/22/2022	1	Board of Alders	Discharged From Committee	
2/22/2022	1	Board of Alders	Passed	Pass
12/20/2021	1	Board of Alders	Referred	

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN AUTHORIZING THE EXECUTION OF THE GOGUARDIAN AGREEMENT WITH THE BOARD OF EDUCATION FOR THE PERIOD OF JULY 1, 2021 TO JUNE 30, 2024.

WHEREAS, the New Haven Board of Education (the “Board”) and GoGuardian (the “Vendor”) are the parties (collectively the “Parties”) and;

WHEREAS, the Parties reached a agreement for the services rendered for a period of, July 1 2021 - June 30, 2024 (the “2021-2024 Agreement”); and

WHEREAS, the Charter of the City of New Haven requires the approval of the Board of Alders for contracts in excess of one-year.

NOW THEREFORE BE IT ORDERED , by the Board of Alders of the City of New Haven that the 2021-2024 Agreement is hereby approved.

BE IT FURTHER ORDERED , that the President of the Board of Education or the Mayor is authorized to execute the 2021-2024 Agreement as well as such additional instruments as may be deemed necessary or expedient to implement the terms of the 2021-2024.

