



NEW HAVEN PUBLIC SCHOOLS

COVER SHEET

Contractor Full Name:		Ruotolo Mechanical
Doing Business As, if applicable:		
Business Address:		29 Printers Lane New Haven Ct 06519
Business Phone:		203-772-1563
Business email:		contact@ruotolomechanical.com
Principal or Supervisor:		Tom Lamb

Agreement Effective Dates:	2/1/23	to	6/30/23
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Total amount:		\$43,850.00
Funding Source(s) & Acct # including location code:		3C22-2261-58101

Description of Service:

Please provide a one or two sentence description of the service.

Replacement of booster pump to improve water pressure for sinks and toilets flushing at Mauro Sheridan.

Submitted by: Rebecca Hunt



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## Operations Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Rebecca Hunt, Executive Director of Facilities  
**Date:** 1/17/2023  
**Re:** Contract to replace the replace booster pump to improve water pressure for sinks and toilets at Mauro Sheridan

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Please **answer all questions** and have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

**Contractor Name:** Ruotolo Mechanical

**Contractor Address:** 29 Printers Lane New Haven Ct 06519

**Is the contractor a Minority or Women Owned Small Business?** No

**Renewal or Award of Contract/Agreement?** Contract #21819

**Total Amount of Contract/Agreement and the Hourly or Service Rate:** \$43,850.00

**Contract or Agreement #:** City Contract #21819

**Funding Source & Account #:** 3C22-2261-58101

### Key Questions:

1. **What specific service will the contractor provide:** to replace the booster pump to improve water pressure for sinks and toilets at Mauro Sheridan
2. **How was the contractor selected? Quotes? RFP? Sealed Bid or Sole Source? Please describe the selection process including other sources considered and the rationale for selecting this method of selection:** Sealed Bid Contract #21819
3. **If the vendor is not the lowest bidder or a State contract please answer the following:** N/A
  - a. Please explain why the vendor was chosen?
  - b. Who were the members of the selection committee?
4. **If this is a renewal with a current vendor, has the vendor's performance been satisfactory under the existing contract or agreement?** N/A
5. **If this Contract/Agreement is a Renewal has cost increased? If yes, by how much?** N/A



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## Operations Memorandum

6. **If this Contractor is New has cost for service increased from previous years? If yes, by how much?**  
Booster Pump replacements are project specific per the school, no comparison is available.
  
7. **Is this a service existing staff could provide? Why or why not?** Due to the extent of specialized work required to perform work, a vendor is brought in to perform work.