



NEW HAVEN PUBLIC SCHOOLS

COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Shipman & Goodwin

Doing Business As, if applicable:

Business Address: One Constitution Plaza, Hartford, CT 06103

Business Phone: 860-251-5012

Business email: TMooney@goodwin.com

Principal or Supervisor: Thomas Lamb, Chief Operating Officer

Agreement Effective Dates: From 07/01/2022 To 06/30/2023

Total amount: \$70,000.00.

Funding Source & Acct # including location code:
2022-2023 Operating Budget - 19047700-56696

Description of Service: Please provide a one or two sentence description of the service. *Do not write, "See attached."*

Agreement with Shipman & Goodwin for General Advice from July 1, 2022 to June 30, 2023, in an amount not to exceed \$70,000.00.

Submitted by: Thomas Lamb, Chief Operating Officer



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Thomas Lamb, Chief Operating Officer
Date: July 25, 2022
Re: Agreement with Shipman & Goodwin for General Legal services.

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: Shipman & Goodwin LLC

Contractor Address: 1160 Townsend Ave, New Haven, CT

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

Renewal or Award of Contract/Agreement? Renewal

Total Amount of Contract/Agreement and the Hourly or Service Rate: \$80,000.00

Contract or Agreement #: TBD

Funding Source & Account #: 2022-2023 Operating Budget 190-47700-56696

Key Questions:

- 1. What specific service will the contractor provide:** To provide legal services to the New Haven Board of Education on matters of statutory and regulatory interpretation and compliance, education law and contract compliance, investigations, negotiations and other legal matters. In particular Shipman will focus on negotiations for new collective bargaining agreements for teachers, food service workers and other BOE bargaining units.
- 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:** RFQ 2021
- 3. If the vendor is not the lowest bidder or a State contract please answer the following:**
 - a. Please explain why the vendor was chosen?** Renewal
 - b. Who were the members of the selection committee?** Renewal
- 4. If this is a renewal with a current vendor, has the vendor's performance been satisfactory under the existing contract or agreement?** No, increase.



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Operations Memorandum

5. **If this Contract/Agreement is a Renewal has cost increased? If yes, by how much? No increase.**
6. **If this Contractor is New has cost for service increased from previous years? If yes, by how much? N/A**
7. **Is this a service existing staff could provide? Why or why not? No, we don't have the legal staff to handle the caseload.**