



NEW HAVEN PUBLIC SCHOOLS

## INTEROFFICE MEMORANDUM

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**To:** Finance and Operations Committee  
**From:** Joseph Barbarotta  
**Re:** F&O Agenda Item/For Approval - Renewal of Contract for On Call Generator Maintenance and Testing  
**Meeting Date:** April 18,2022  
**cc:** John Barbarotta, Luz Perez

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For consideration and approval of the Renewal of Contract #21683-3-5 to Tri State Maintenance Services LLC, 356 Old Maple Avenue, No. Haven, CT for On Call Generator Maintenance and Testing for the NHPS for Fiscal Year 2022-2023.

**Amount of Contract:** Not to exceed \$50,000.

**Funding Source:** 2022-2023 Operating Budget  
Acct. #190-47400-56624

### Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals.**  
The service is to perform repair and maintenance services to the generators throughout the district.
- 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.**  
The contractor's performance is inspected by the board of education electrical technicians as well as daily collaboration with trades manager. These services respond to daily HVAC 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.**  
The contract is a renewal and the pricing remains the same as last fiscal year. This contract was awarded to the lower of two bidders. The contract is necessary for life safety purposes as the generator maintenance is necessary to back up the electrical power throughout the district.

See option to renew letter attached.