

New Haven Public Schools

INTEROFFICE MEMORANDUM

To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Renewal for On Call Vehicle Maintenance

Meeting Date: June 6, 2022

cc: J. Barbarotta, L. Perez

For consideration and renewal of Contract #21740A-2-4 to one of two bidders. Auto Parts and Service, INC, located at 894 Dixwell Avenue, Hamden, CT 06514-5014 for On Call Vehicle Maintenance Service for the NHPS for Fiscal Year 2022-2023

Amount of Contract: Not to exceed \$37,500.

Acct. #190-474-00-56665

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals.**
The service is to perform on call maintenance of BOE fleet of vehicles on an as needed basis.
- 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 tracked through the work order system and is overseen by management. A portion of this contract was awarded to each of the two bidders to provide a better availability of parts and labor.
- 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.**
This contract is a renewal and the pricing will remain unchanged.

See summary of quotations attached.

Joseph Barbarotta
Executive Director
Facilities Services



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