



NEW HAVEN PUBLIC SCHOOLS

MEMORANDUM

Joseph Barbarotta
Executive Director
Facilities Services



To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Award of Contract for On Call Gym Floor Refinishing

Meeting Date: April 1, 2020

cc: John Barbarotta, Luz Perez

375 Quinnipiac Ave
New Haven, CT 06513
Tel. (475) 220-1631
Fax. (203) 936-5229

For consideration and approval of the Renewal of Contract #21558 to **Hillyard, Inc. d/b/a Rovic, Box 1140, Manchester, CT** for Gym Floor Refinishing for the NHPS for Fiscal Year 2020-21.

Amount of Contract: Not to exceed \$30,000.

Funding Source: Capital Projects, Acct.

Key Questions:

- Please describe how this service is strategically aligned with school or District goals.**
The service is to perform gym floor refinishing services in conjunction with our custodial staff as part of our stewardship program in order to provide safe playing surfaces throughout the district.
- 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 facilities department and the finishing program has been effective for the previous 3 years.
- 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 is an hourly rate (\$52.00) contract awarded to the lower of the two bidders. The contract remains at the same price. The contractor utilizes our in house which results in the most efficient and frugal use of the funds.

See the award letter attached.



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

CONTRACT AWARD MEMO

TO:	Michael V. Fumiatti, Purchasing Agent		
FROM:	John Barbarotta- Facilities		
DATE:	April 20, 2020		
CONTRACT NAME:	Gym Floor Refinishing		
CONTRACT # CONTRACT START AND COMPLETION DATE:	July 1, 2020 – June 30, 2021		
PROJECT #	21677		
Contractor's Name:	Hillyard Rovic		
Address:	Box 1140		
City, State, ZIP:	Manchester, CT 06045-1140		
Contractor Contact:	Mary Ellen Claffey		
Telephone:	860-646-3322	Fax	
Vendor Code:	46675	Ship To:895	Bill To : 895
Amount of Contract:	\$30,000		
Account # to charged:	Awaiting new account numbers		

Authorized signatory, please sign this form after your name: By signing you indicate that you are authorized to charge against this account and that this account is appropriate for the work being contracted.

If you agree with the apparent low bidder, please respond within 5 business days.

Should you have any questions or concerns, do not hesitate to contact me.

Please do not enter a requisition for this award.

Hillyard Gym Floors

								Hillyard, Inc.	
								Total Cost	\$ 27,160.0
								Selected #	6
								Selected (\$)	\$ 27,160.0
#	Locked	Items	Selected	Lowest	Quantity Req	Unit of Measure	Unit Price	Total Cost	
1	Labor (1)								
#1-1	FALSE	Hourly Rate	\$ 5,200.0	\$ 5,200.0	100	Hourly	\$ 52	\$ 5,200.0	
2	Unit Pricing (6)								
#2-1	FALSE	Sanding flooring tc	\$ 1,925.0	\$ 1,925.0	2500	Sq Ft	\$ 0.77	\$ 1,925.0	
#2-2	FALSE	Sealer two coats	\$ 875.0	\$ 875.0	2500	Sq Ft	\$ 0.35	\$ 875.0	
#2-3	FALSE	Replace lines	\$ 14,050.0	\$ 14,050.0	2500	lineal Ft	\$ 5.62	\$ 14,050.0	
#2-4	FALSE	Apply floor finish (\$ 925.0	\$ 925.0	2500	Sq Ft	\$ 0.37	\$ 925.0	
#2-5	FALSE	Price for repainting	\$ 4,185.0	\$ 4,185.0	1	lump sum	\$ 4,185.0	\$ 4,185.0	
#2-6	FALSE	Per court pricing fc	\$ 0	\$ 0	1	lump sum	No Bid	No Bid	