

New Haven Public Schools

Joseph Barbarotta
Executive Director
Facilities Services



NEW HAVEN PUBLIC SCHOOLS

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INTEROFFICE MEMORANDUM

To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Award of Contract for On Call HVAC Duct Cleaning Service

Meeting Date: June 6, 2022

cc: J. Barbarotta, L. Perez

For consideration and approval of an Award of Contract #21693-3-4 to the sole bidder, **Concrete Creations 281 Chapel Street New Haven, Ct. 06513** for On Call HVAC Duct Cleaning Service for the NHPS for Fiscal Year 2022-2023

Amount of Contract: Not to exceed \$100,000.

**Funding Source: Capital Projects
Acct. #3C22-2261-58101**

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals.**
The service is to perform duct cleaning services to all of the HVAC ductwork 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 tracked through the work order system and inspected by our in house steamfitters.
- 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.