

New Haven Public Schools

Joseph Barbarotta
Executive Director
Facilities Services



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

INTEROFFICE MEMORANDUM

*DRAFT
Pending Corp Counsel
Approval*

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: May 18, 2020

cc: J. Barbarotta, L. Perez

For consideration and approval of an Award of Contract #21591 to the lower of two bidders, **Concrete Creations, 281 Chapel Street, New Haven CT** for On Call HVAC Duct Cleaning Service for the NHPS for Fiscal Year 2020-2021-2-2

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

**Funding Source: Capital Projects
Acct. #3C19-1983-58101**

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 being awarded to the lower of two bidders. The contract is a slight increase from last year's contract. Last year's contract was \$64.80 per hour this contract is for \$65.00 per hour or a \$.20 per hour increase. The contractor is a New haven based and a participant SCDP.

See summary of quotations 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 3, 2020		
CONTRACT NAME:	Duct Cleaning		
CONTRACT # CONTRACT START AND COMPLETION DATE:	July 1, 2020 – June 30, 2021		
PROJECT #	21693		
Contractor's Name:	Concrete Creations LLC.		
Address:	281 Chapel St.		
City, State, ZIP:	New Haven, CT 06513		
Contractor Contact:	Ralph Mauro		
Telephone:	203-996-1544	Fax	
Vendor Code:	30762	Ship To:895	Bill To : 895
Amount of Contract:	\$100,000		
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.

Responses

Success: All data is valid!

Status	#	Item/Description	Quantity Required	Unit of Measure	Numeric Unit Price	Total Cost
--------	---	------------------	-------------------	-----------------	-----------------------	------------

Labor

Success: All values provided	#1-1	Technician	450	hourly	\$ 65.00	\$ 29,250.00
Success: All values provided	#1-2	General Laborer	450	hourly	\$ 55.00	\$ 24,750.00

Equipment

Success: All values provided	#2-1	Scissors Lifts	25	hourly	\$ 550.00	\$ 13,750.00
Success: All values provided	#2-2	Boom Lift 50'	16	hourly	\$ 550.00	\$ 8,800.00
Success: All values provided	#2-3	Boom Lift 60'	16	hourly	\$ 550.00	\$ 8,800.00
Success: All values provided	#2-4	Scissors Lifts	1	daily	\$ 2,500.00	\$ 2,500.00
Success: All values provided	#2-5	Boom Lift 50'	1	daily	\$ 2,700.00	\$ 2,700.00
Success: All values provided	#2-6	Boom Lift 60'	1	daily	\$ 2,800.00	\$ 2,800.00
Success: All values provided	#2-7	Scissors Lifts	1	weekly	\$ 3,800.00	\$ 3,800.00
Success: All values provided	#2-8	Boom Lift 50'	1	weekly	\$ 3,500.00	\$ 3,500.00
Success: All values provided	#2-9	Boom Lift 60'	1	weekly	\$ 3,500.00	\$ 3,500.00