

New Haven Public Schools

Joseph Barbarotta
Executive Director
Facilities Services



654 Ferry Street
New Haven, CT 06513
Tel. (475) 220-1631
Fax (203) 936-5229

INTEROFFICE MEMORANDUM

To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Renewal of Contract for On Call Signs Services

Meeting Date: June 7, 2021

cc: J. Barbarotta, L. Perez

For consideration and approval of the Renewal of Contract #21691-2-5 to L&D Signs d/b/a/ Fast Signs of No. Haven, 310 Washington Ave., North Haven, CT for On Call Sign Services for the NHPS for Fiscal Year 2021-2022.

Amount of Contract: Not to exceed \$25,000.

Funding Source: 2021-2022-Capital Budget 3C22-2261-58101

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals.**
The service is to perform repairs and replacement of signage 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.**
This contractor has a track record with the city and has performed these services satisfactorily in the past. We will monitor the work with utilizing the work order system.
- 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 renewed with the same pricing as last year no increases for the livable wage rate increase. The contractor is not New Haven Based Enterprise or part of the SCDP.



City of New Haven

Bureau of Purchases

200 Orange Street, Room 301

New Haven, CT 06510

Tel: 203-946-8201 Fax: 203-946-8206

The City of New Haven ("City") is accepting sealed Bids for the following:

Title:

On Call Sign Repairs and Replacement Services

Solicitation #:

21691

Project #:

N/A

Responses must be submitted in the form and manner specified in this request. Solicitation details are outlined in the **Project Summary**.

Forms and specifications may be obtained and your digital submission through the Bureau of Purchases, website:

[https://newhavenct.bonfirehub.com/portal/?](https://newhavenct.bonfirehub.com/portal/)

Honorable Justin Elicker

Mayor

Michael V. Fumiatti, Sr,

Purchasing Agent



City of New Haven
 Bureau of Purchases
 200 Orange Street Rm 301
 New Haven, CT 06510

Telephone: (203) 946-8201 Fax: (203) 946-8206
 www.newhavenct.gov/gov/depts/purchasing/

INVITATION TO BID

Project Summary

Project Name:	On Call Sign Repairs and Replacement Services															
Solicitation #:	21691															
City Project #:	N/A															
Solicitation/Advertise Date:	March 1, 2020															
Bid Closing Date:	March 26, 2020				Bid Opening Time:		3:00		PM							
Pre-Bid Meeting Date:	N/A				Pre-Bid Meeting Time:											
Pre-Bid Meeting Location:	N/A															
Department:	BOE- Facilities															
Solicitation Type:			Construction		X		Service				SCD* - Construction				SCD* - Service	
Contract Term:			Construction		(See Specification)		Service		X		y e a r		4		Renewals Option(s) (at the sole discretion of the CONH)	
Projection Description:	Provide sign work throughout the district as needed...Ability to provide all types of signs.															
Material Markup Allowed	X				Yes, enter percent markup on Statement of Qualifications form											
Insurance Requirements:	Refer to Rider		A				(This Rider is attached)									
Local Preference:	Yes															
MBE/WBE Utilization Form:	Required if your base Bid Submission is \$150,000 or greater															
Bid Bond:	N/A				Percentage Amount:										%	
Labor, Material and Performance Bond:	N/A															
Wage Rates:			Prevailing State		X		Livable Wage \$17.42 per Hour - FY 20/21				Davis Bacon Federal				N/A	



NEW HAVEN PUBLIC SCHOOLS
654 Ferry St. New Haven Ct. 06513



New Haven Public Schools Facilities Department

Date: 1/29/2021

Mr. Chip Caney
L & D Signs/ DBA FASTSIGNS of North Haven
310 Washington Ave.
North Haven, CT 06473

RE: Contract Renewal for: Signs
Contract Name: On Call Signs Repairs and Replacements Services
Contract # 21691-2- 5
In the amount of: \$25,000

Renew:

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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According to your agreement with the City of New Haven and Board of Education, you have a renewal option for the fiscal year 2021-2022. If you are interested in renewing the above referenced agreement for the same amount, under the same terms and conditions (including any increases to Livable wage), please sign this letter of acceptance.

Please sign below and return to John Barbarotta at 375 Quinnipiac Ave., New Haven, CT 06513 no later than 2/17/21. You may scan and email to john.barbarotta@new-haven.k12.ct.us to expedite renewal but, please follow up and send hard copy in mail. Included with this letter is an annual Disclosure Form which must be completed and returned with this letter. Please be sure to complete all sections.

Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

John Barbarotta
Director of Facilities NHBOE
654 Ferry Street
New Haven Ct. 06513
P# 475-220-1644

Duly Authorized Contract Signatory Email (This is the person who will sign the contract) =>	CHARLES.CANEY@FASTSIGNS.COM
Contract Signatory Name and Title: =>	CHARLES CANEY - OWNER
Name and Title of person signing this letter: =>	CHARLES CANEY - OWNER
Signature of person signing this letter ^	<i>Charles Caney</i> Date 2/17/21

CITY OF NEW HAVEN
New Haven, Connecticut 06510



DISCLOSURE & CERTIFICATION AFFIDAVIT

EVERY SECTION MUST BE COMPLETED
For help completing this form contact 203-946-8201

Contractor/Vendor Name:	L+D SIGNS AND GRAPHICS / DBA FASTSIGNS OF NORTH HAVEN
Address:	310 WASHINGTON AVE. NORTH HAVEN, CT 06473
Telephone and/or Fax #:	203.239.9090
Email Address:	CHARLES.CANEY@FASTSIGNS.COM
Contact Person:	CHARLES CANEY

For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of New Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

State of	CT	County of	NEW HAVEN
I,	CHARLES CANEY (type or print your name above)		being first duly sworn, hereby deposes and says that:
1.	I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of New Haven is relying on my representations herein.		
2a.	I am the corporate secretary or majority owner (including sole proprietorship) of	L+D SIGNS AND GRAPHICS DBA FASTSIGNS OF NORTH HAVEN Insert Company Name above	
2b.	Or I am an individual and my name is:	if an individual, insert your name above	
3.	I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.		
4.	Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply).		
4a.	<input type="checkbox"/>	As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of New Haven for the most recent grand list and all taxes are current.	
4b.	<input checked="" type="checkbox"/>	The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of New Haven for the most recent grand list and does not owe any back taxes to the City of New Haven. either directly or through a lease or other agreement.	
4c.	<input type="checkbox"/>	The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of New Haven or ii) owes back taxes and has executed an agreement with the City of New Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.	
5.	<input checked="" type="checkbox"/>	Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of New Haven.	
6.	Please select the applicable representation about the Contractor's business registration:		
6a.	<input checked="" type="checkbox"/>	Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:	1226800 Insert State Registration # above
6b.	<input type="checkbox"/>	Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:	Insert State Registration # above
6c.	<input type="checkbox"/>	Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:	Please insert State name above
Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A).			

7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of New Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of New Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of New Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name	City Affiliation Role & Time Frame	Contractor Affiliation Role & Time Frame	DOB
1 NONE			
2			

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name of Contractor or Affiliate	Affiliation (if applicable)	Contract Number	DOB
1 L+D SIGNS + GRAPHICS CHARLES CANEY	OWNER	21691-2-5	3/16/53
2			

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Organization Name	Address	Type of Ownership
1 L+D SIGNS + GRAPHICS DBA PATRIOTIC UPWARD HAND	310 WASHINGTON AVE	
2		

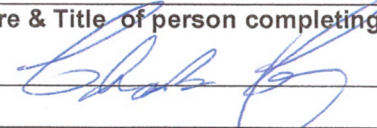
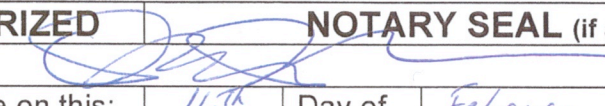
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name	Title	% of Ownership	DOB
1 LINDA CANEY	MEMBER	50	3/26/57
2 CHARLES CANEY	MEMBER	50	3/16/53

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

TRADE NAME	PLACE OF INCORPORATION/REGISTRY	PRINCIPAL PLACE OF BUSINESS
1		
2		

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of New Haven and disqualification of the Contractor to further contract with the City.

Signature & Title of person completing this form:			
		OWNER	
THIS FORM MUST BE NOTARIZED		NOTARY SEAL (if available)	
Signature of Notary:			
Subscribed and sworn to, before me on this:		16 th	Day of February 2021
My Commission Expires:		9/30/2021	

This form should be mailed or emailed to the contracting department or included with a specific solicitation.

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

