

# New Haven Public Schools

## INTEROFFICE MEMORANDUM

Joseph Barbarotta  
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Facilities Services



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**To:** Finance and Operations Committee

**From:** Joseph Barbarotta

**Re:** F&O Agenda Item/For Approval - Award of Contract  
for On Call Vehicle Maintenance

**Meeting Date:** May 16,2022

**cc:** J. Barbarotta, L. Perez

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For consideration and approval of an Award of Contract #21740-B-2-4 to the lowest bidder, **Longwharf Transport, LLC**, 294 Kimberly Ave., New Haven, CT for On Call Vehicle Maintenance Service to the NHPS for Fiscal Year 2022-2023.

**Amount of Contract:** Not to exceed \$37,500.00

**Funding Source:** General Funds 190-47400-56662

### Key Questions:

1. Please describe how this service is strategically aligned with school or District goals. It is imperative to maintain the facilities fleet of vehicles as the trucks is used for daily, weekly and seasonal delivers, plowing and transportation.
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 service used to be performed in house by a certified unionized employee an analysis was performed and showed significant savings by outsourcing this service which has been documented.
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. The contractor is maintain the same pricing as required for the renewal.

See attached solicitation results.