

New Haven Public Schools

INTEROFFICE MEMORANDUM

To: Finance and Operations Committee

From: Joseph Barbarotta

Re: F&O Agenda Item/For Approval
Award of Contract for Audio Visual Service Contractor

Meeting Date: May 16, 2022

cc: J. Barbarotta, L.Perez

For consideration and approval of an Award of Contract #21709-3-5 to the sole bidder, New Haven Pictograph, 1815 Ella Grasso Blvd., New Haven, CT for On Call Audio Visual Services for the NHPS for Fiscal Year 2022-2023.

Amount of Contract: Not to exceed \$50,000.

**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 Audio Visual repairs and upgrades to all our school auditoriums.
- 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 inspected by the board of education facilities staff and the work is tracked through 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 awarded to the sole bidder. We have had good past experiences with this contractor and confident he can perform the work needed. This is a new contract and service we have been in need of in the recent past to repair and upgrade issues with Audio Visual and lighting issues in our auditoriums.

Joseph Barbarotta
Executive Director
Facilities Services



NEW HAVEN PUBLIC SCHOOLS



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