



NEW HAVEN PUBLIC SCHOOLS

INTEROFFICE MEMORANDUM

Joseph Barbarotta
Executive Director
Facilities Services



To: Finance and Operations Committee
From: Joseph Barbarotta
Re: F&O Agenda Item/For Approval - Renewal of Contract for On Call Generator Maintenance and Testing
Meeting Date: June 7,2021
cc: John Barbarotta, Luz Perez

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

For consideration and approval of the Renewal of Contract #21683-2-5 to Tri State Maintenance Services LLC, 356 Old Maple Avenue, No. Haven, CT for On Call Generator Maintenance and Testing for the NHPS for Fiscal Year 2021-2022.

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

Funding Source: 2021-2022 Operating Budget
Acct. #190-47400-56624

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals.**
The service is to perform repair and maintenance services to the generators 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 inspected by the board of education electrical technicians as well as daily collaboration with AFB trades manager. These services respond to daily HVAC issues.
- 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 contract is a renewal and the pricing remains the same as last fiscal year. This contract was awarded to the lower of two bidders. This service was performed off of state contracts in the past so this is a new bid for facilities. The contract is necessary for life safety purposes as the generator maintenance is necessary to back up the electrical power throughout the district.



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 Generator
Maintenance**

Solicitation #:

21683

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



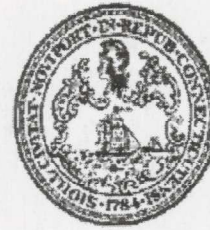
City of New Haven
 Bureau of Purchases
 200 Orange Street Rm 301
 New Haven, CT 06510

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

INVITATION TO BID

Project Summary

Project Name:	On Call Generator Maintenance									
Solicitation #:	21683									
City Project #:	N/A									
Solicitation/Advertise Date:	February 16, 2020									
Bid Closing Date:	March 12, 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		<input checked="" type="checkbox"/>		Service		SCD* - Construction		SCD* - Service	
Contract Term:	Construction		(See Specification)		Service		<input checked="" type="checkbox"/>		y e a r 4	
Renewals Option(s) (at the sole discretion of the CONH)										
Projection Description:	Service and repair all generator systems throughout the district.									
Material Markup Allowed	<input checked="" type="checkbox"/>				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		<input checked="" type="checkbox"/>		Livable Wage \$17.42 per Hour - FY 20/21		Davis Bacon Federal		N/A	



DISCLOSURE & CERTIFICATION AFFIDAVIT

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

Contractor/Vendor Name:	<i>Tri State Maintenance Services, LLC</i>
Address:	<i>3510 Old Maple Ave</i>
Telephone and/or Fax #:	<i>2036911343</i>
Email Address:	<i>time-tristak.maint.com</i>
Contact Person:	<i>Thomas Giuliano</i>

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	<i>Connecticut</i>	County of	<i>New Haven</i>
I, <i>Thomas Giuliano</i> (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	<i>Tri State Maintenance Services, LLC</i> 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 #:	<i>26-4187300</i> 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	Tristate Maintenance		50520-2-5	3/2/74
2	Tristate Maintenance		21683-2-5	3/2/74

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	None		
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	None			
2				

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	None		
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:		<i>[Signature]</i> manager		
THIS FORM MUST BE NOTARIZED		NOTARY SEAL (if available)		
Signature of Notary: <i>[Signature]</i>				
Subscribed and sworn to, before me on this:		15 th	Day of	February
My Commission Expires:		Sept 30 2025		

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.)

