



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Frank Fanelli, Director of Project Management

Date: 11/13/2023

Re: Award of Contract 21902 to Tucker Mechanical for the replacement of two existing roof mounted air-cooled chillers with the same make and manufacturer at Clinton School.

Answer all questions and have a representative ready to present the details of each question during the Finance & Operations meeting or this proposal may not be advanced for consideration by the full Board of Education.

| Company Information | | | |
|---|---|------------|---------------|
| Vendor Name: | Tucker Mechanical | | |
| Doing Business as: (DBA) | | | |
| Vendor Address: | 795 Brook St, Rocky hill CT 06067 | | |
| Vendor Contact Name: | | | |
| Vendor Contact Email: | | | |
| Is the contractor a minority or women owned small business? | | | No |
| Agreement/Contract Information | | | |
| New or Renewal Agreement/Contract? | | Contract | |
| Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small> | From | 11/23/2023 | To 06/30/2024 |
| Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small> | \$ 647,257.00 | | |
| Funding Source Name: Acct. #: | ARP ESSER III Carryover 2553-6399-56697-0470 | | |
| Contract #: <small>(Local or State)</small> | 21902 | | |



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Key Questions:

1. What specific service will the contractor provide:

for the replacement of two existing roof mounted air-cooled chillers with the same make and manufacturer at Clinton School

2. How was the contractor selected? **Attach appropriate supporting documents*

- Quotes
- Sealed Bid # 21902
- Sole Source # _____
- RFP# _____
- State Contract #
- Exempt Professional
 - Accountant
 - Actuary
 - Appraiser
 - Architect
 - Artist
 - Dentist
 - Engineer
 - Expert Professional Consultant
 - Land Surveyor
 - Lawyer
 - Physician/Medical Doctor

3. If the vendor was selected through Solicitation (Bid/RFQ/RFP) process; answer the following:

a. Please explain how the vendor was chosen? **Attach Vendor Proposal*

Sealed bid

b. Who were the members of the selection committee? *(Minimum 3 members required)*

N/A – Sealed bid defaults to lowest bidder



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4. If this is a renewal with a current vendor, has the vendor has met all obligations under the existing agreement/contract?

N/A - new

5. If this agreement/contract is a Renewal, has the cost increase? If yes, by how much? *Attach Renewal Letters

N/A - new

6. If this new agreement/contract, has cost for service increased from previous years? If yes, by how much?

This is a service to which there is no fiscal comparison as this is large scale project to which varies per project.

7. Is this a service that existing staff could provide? Why or why not?

This is a specialized service that will be provided by firm who has the knowledge and experience to perform solicited tasks.



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Agreement/Contract Processing Checklist

To ensure timely processing of the submitted Agreement/Contract it is imperative to collect and provide all of the required documentation noted below and provide with submission to board.

Forms/Documents are available in: Drive G:\F&O Agenda Minutes\Agreement_Contract_Checklist\2022-2023

| | |
|---|--|
| 1. Has this vendor performed service(s) in prior fiscal years? | |
| If Yes, | Vendor # 10479 |
| If No or New, | Vendor must provide completed W9 |
| 2. A quotes or proposal submitting regarding the agreement/contract. | |
| If RFP | Attach Vendor Submitted |
| Other | Copy of State Contract, Quotes, etc. |
| <p>3. <u>Certificates of Liability Insurance (COI) are required for ALL agreements/contracts, read the following and select the applicable Rider.</u></p> <p>It is the submitters responsibility to request the COI from the vendor and attach with submission; the COI from the Vendor <u>must match rider specifications outlined.</u></p> <p>Failure to obtain or incorrect COIs will be returned for revision and will delay its processing.</p> | |
| Rider 300 | Professional Services – Onsite Umbrella; w/ Auto; w/ Workers Compensation |
| Rider 305 | Professional Services – Onsite Umbrella; No Auto; No Workers Compensation |
| Rider 310 | Professional Services – Onsite Umbrella; w/ Auto; No Workers Compensation |
| Rider 315 | Professional Services – Onsite Umbrella; w/ Youth under 21 |
| Rider 320 | Professional Services – Offsite; No Auto; No Workers Compensation |
| Rider 325 | Professional Services – Offsite; No Auto; No Workers Compensation; w/ Youth under 21 |
| Rider 330 | Professional Services – Offsite Attorney; No Auto; No Workers Compensation |
| Rider 335 | Professional Services – Onsite; Physician/Dentist; No Auto |
| Rider 340 | Professional Services – Onsite Physician/Dentist w/ Youth under 21 |
| Rider 345 | Professional Services – Onsite Temp Nurses |
| Rider 350 | Professional Services – Cyber – Onsite |
| Rider 355 | Professional Services – Cyber – Offsite |
| <p>4. The City of New Haven requires the information requested in the <u>Disclosure Affidavit</u> before any City agency, department, or city official seeking agreement/contract shall obtain them, notarized.</p> | |
| Emailed Disclosures are acceptable. | |



City of New Haven

Bureau of Purchases

200 Orange Street, Room 301

New Haven, CT 06510

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

Honorable Justin Elicker
Mayor

Malinda Figueroa
Purchasing Agent

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

INVITATION TO BID

Project Summary

| | | | | | | | | | | |
|---|--|-------------------------------|---------------------|-----------------------|--|--------------------------|---------------------|-------|---|---|
| Contract Name: | Clinton School Chillers | | | | | | | | | |
| Solicitation #: | 21902 | | | City Project #: | | | N/A | | | |
| Projection Description: | The City of New Haven Public Schools (NHPS) is soliciting proposals from qualified General Contracting HVAC firms with significant experience to provide the NHPS with Services to replace two (2) existing roof mounted air-cooled chillers with the same make & manufacturer as the existing units i.e., York/Johnson Controls 120-ton air cooled chiller and to replace the existing primary and secondary chilled water pumps along with associated local piping, valving, fittings, accessories, and controls. The work is to be performed at the Clinton Avenue School located at 293 Clinton Ave New Haven 06513. | | | | | | | | | |
| Department: | BOE -Facilities | | | | | | | | | |
| Solicitation/Advertise Date: | October 15, 2023 | | | | | | | | | |
| Intend to Bid Due Date | November 7, 2023 | | | | | | | | | |
| Bid Due Date: | November 8, 2023 | | | | | Bid Opening Time: | | 3:00 | | PM |
| Pre-Bid Meeting Date: | October 24, 2023 | | | | | Pre-Bid Meeting Time: | | 10:00 | | AM |
| Pre-Bid Meeting Location: | Clinton School ,293 Clinton Ave, New Haven CT | | | | | | | | | |
| Solicitation Type: | X | Construction | | | Service | | SCD* - Construction | | | SCD* - Service |
| Contract Term: | Construction | | (See Specification) | | Service | | 1 | year | X | Renewals Option(s) (at the sole discretion of the CONH) |
| Material Markup Allowed | X | NO | | Yes | If Yes enter percent markup on your Statement of Qualifications form | | | | | |
| System for Award Management (Federal Requirement) | X | YES | | NO | If marked yes, to bid and get paid you must already have a Unique Entity ID. See Statement of Qualification Form | | | | | |
| Insurance Requirements: | Refer to Rider | | | 100 | | (This Rider is attached) | | | | |
| MBE/WBE Utilization Form: | Required if your base Bid Submission is \$150,000 or greater | | | | | | | | | |
| Local Preference: | | | | YES | | X | | NO | | |
| Bid Bond: | Yes | | | | | Percentage Amount: | | 5 | % | |
| Labor, Material and Performance Bond: | Yes | | | | | | | | | |
| Wage Rates: | | Livable Wage \$19.95 FY 23/24 | X | Prevailing Wage State | | | Davis Bacon Federal | | | |

The City of New Haven Public Schools (NHPS) is soliciting proposals from qualified General Contracting HVAC firms with significant experience to provide the NHPS with Services to replace two (2) existing roof mounted air-cooled chillers with the same make & manufacturer as the existing units i.e., York/Johnson Controls 120-ton air cooled chiller and to replace the existing primary and secondary chilled water pumps along with associated local piping, valving, fittings, accessories, and controls. The work is to be performed at the Clinton Avenue School located at 293 Clinton Ave New Haven 06513. The NHPS expects to select and contract with one company to provide the services listed in the scope of work below.

Pricing to include:

- All labor and materials
- Travel Charges
- Mileage Charges
- Disposal Charges
- 5 Year Warranty on all labor and installations
- Permits
- Misc. Fees

Additionally, all licensing and insurance requirements listed in this BID must be met.

It is the goal of the NHPS to enter into agreement with a vendor that will provide services efficiently, will accurately bill, and will provide high quality, flexible customer service to the NHPS. The Vendor will be expected to maintain expert knowledge of this service to ensure the NHPS is receiving the highest quality service at the most affordable rates while maintaining quality and secure technology. Services must be completed within 120 calendar days of receipt of the P.O. (See attached Construction Plans)

I. Qualifications

Eligible vendors will be those individuals, businesses and firms that meet the following qualifications:

1. Proposer must have demonstrated experience and expertise in Connecticut in the past (5) years regarding the types of or similar services as those outlined in the introduction.
2. Proposer must have a proven track record in providing these types of services for similarly sized municipal governments, preferably in Connecticut.
3. Proposer must be familiar with, qualified, and properly licensed in the State of Connecticut to perform its obligation under this proposal in compliance with all applicable Federal and State of Connecticut laws and regulations, statutes, and policies.

II. Expectations

- Vendor is expected to provide industry standard or higher quality services while maintaining a focus on providing a cost-effective service to the NHPS.
- Vendor is expected to provide the highest quality customer service to the NHPS, not limited to, but particularly in the areas of reliability and billing.
- The selected Company shall work with and cooperate with the NHPS Director of Project Management.

- Rendering services in pursuant to this BID shall be directed to the City of New Haven Finance Department.
- All work must be in coordination with the principal of Clinton Avenue School and the NHPS Director of Project Management to include but not limited to work after hours and on weekends.

III. Scope of Services

- Air-Cooled Chiller Replacement
 - This project involves replacing two (2) existing roof mounted air-cooled chillers with the same make & manufacturer as the existing units i.e., York/Johnson Controls 120-ton air cooled chiller.
- Primary and Secondary Chilled Water Pump and Accessory Replacements
 - This project involves replacing the existing primary and secondary chilled water pumps along with associated local piping, valving, fittings, accessories, and controls.
 - The three (3) existing 7.5 HP Armstrong Chiller Water System pumps will be replaced with new pumps of the same capacity.
 - All the other ancillary equipment including VFD's, motor starters, expansion tanks, air separator, seismic restraints, pipes, valves, fittings, & piping specialties local to the chiller and pumps will also be replaced.
- BMS Controls

IV. Notes:

1. Electrical support work shall be included for the above-referenced upgrades.
2. Refer to Contract document plans and specifications for details of the mechanical and electrical upgrades.