

MEMORANDUM

NOVEMBER 14, 2013

TO: ECONOMIC DEVELOPMENT AND INDUSTRIAL CORPORATION
AND PETER MEADE, DIRECTOR

FROM: LAWRENCE MAMMOLI, DIRECTOR OF ENGINEERING AND
FACILITIES MANAGEMENT
JAMES M. SORRENTINO, DEPUTY DIRECTOR OF OPERATIONS

SUBJECT: AUTHORIZATION TO AWARD CONTRACT FOR INSPECTION,
TESTING, SERVICING AND FULL PREVENTATIVE MAINTENANCE
OF HEATING SYSTEMS AT THE ECONOMIC DEVELOPMENT AND
INDUSTRIAL CORPORATION'S BOSTON MARINE INDUSTRIAL
PARK PROJECT NO. 9522-A

SUMMARY: This Memorandum requests that the Director be authorized to enter into a three (3) year service contract with Cooling & Heating Specialists, Inc. of Newton, MA for the inspection, testing, servicing and full preventative maintenance of heating systems at the Economic Development and Industrial Corporation's ("EDIC's") Boston Marine Industrial Park, EDIC Project No. 9522-A.

This contract was publicly advertised in The Boston Globe, the Goods and Services Bulletin as well as the City Record and competitively bid in accordance with Chapter 149 and Chapter 30B of the Massachusetts General Laws. Past vendors were direct mailed the advertisement. Three vendors purchased the contract documents. General bids were received on October 8, 2013 at EDIC's Operations Department at 22 Drydock Avenue. One (1) bid was received prior to the 11:30 a.m. deadline, which bid was thereafter publicly opened and read aloud. The bid submitted was:

Cooling & Heating Specialists, Inc. \$76,650

It is the recommendation of EDIC's Operations Department to award a three (3) year service contract to Cooling & Heating Specialists, Inc. located at 151A California Street, Newton, MA 02458 as they were the lowest qualified and eligible responsible bidder. Additionally they have a proven track record as they were also the vendor for the fiscal years 2010-2013 contract. The contract price shall be for the amount not to exceed the sum of Seventy-Six Thousand Six Hundred and Fifty Dollars and no cents (\$76,650). The scope of work includes furnishing all necessary labor, materials, equipment, and services for the inspection, testing, servicing and full preventative maintenance of

heating systems at 12 Channel Street and 22 Drydock Avenue in EDIC's Marine Industrial Park.

BUDGET/FISCAL IMPACT

Funding for this project will be allocated through the fiscal years 2013-2016 operating budgets.

The total executed project will be in the amount of Seventy-Six Thousand Six Hundred and Fifty Dollars and no cents (\$76,650).

An appropriate vote follows:

VOTED: That the Director be, and hereby is authorized, for and on behalf of the Corporation to enter into a three (3) year service contract with Cooling & Heating Specialists for the inspection, testing, servicing and full preventative maintenance of the heating systems at the Marine Industrial Park (EDIC Project #9522-A) in an amount not to exceed Seventy-Six Thousand Six Hundred and Fifty Dollars (\$76,350).