

Philip Thornton, Ed.D., Superintendent Warwick Public Schools philip.thornton@warwickschools.org

TO: Philip Thornton, Ed. D., SuperintendentFROM: Anthony Ferrucci, Exe. Director of Finance & OperationsDATE: April 24, 2020

SUBJECT: Contract Award-Maintenance HVAC Repairs at Toll Gate High School

Attached is a copy of Mr. Kevin Oliver's Direct Payment Request in support of his request to award a contract for repairing the HVAC system at Toll Gate High School.

Upon review of the document provided and acknowledging that this is a budgeted expense, I concur with the request to award a contract as follows:

<u>Company</u>	Description	<u>Cost</u>
TRANE U.S., Inc.	HVAC system repairs,	\$3,837.68
	as documented.	

We are requesting that the School Committee consider awarding this contract at the next meeting scheduled for Tuesday, April 28, 2020.

At the meeting Mr. Oliver will be present to answer any questions as they may relate to this request.

Thank you.

WARWICK PUBLIC SCHOOLS

DIRECT PAYMENT

	X General Funds	Type of Payment Grants	Г	7
Requestor:	Kevin Oliver		Title: Eacilition Ma	Mult. Responsibility
Date: 04/17/20	020	School/Department:	Warwick	int. & Operations Manager
Vendor Code:	29834	Original Invoice/Docum	The set of set of set of set of set	10687528
		(Must be attach		
Vendor Name:	Trane U.S. Inc.		8.00	
Vendor Address:	PO Box 406469			
Phone #: 401-854-:	Atlanta, GA 30384-6	5469		
Phone #: 401-854-3	2540	Fax #: 401-43	1-5257	
Maint. Repair-HVA	в	rief description of goods/s	ervices	
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Federal Tax ID 25-0900465

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Currency: USD

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Federal Tax ID: 25-0900465





Building Services

Providence - Service 10 Hemingway Drive East Providence, RI 02915

Tel: (401) 434-3145 Fax: (401) 434-8537 License:

FIELD REPORT

Location Name	
Toll Gate High School	
575 Centerville Road	
WARWICK, RJ 02889	

Contact/Phone: -

Scope Description Unit ventilator burned up, call Jonathan on way 401-477-2237

WORK PERFORMED Modil/Ser#/Mfg/Tag#

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Technician: Michael Barlow Quality Task Code:

Work Activity:

Work Performed Details:

Arrived on site, checked in with Jonathan. Took apart unit ventilator that burning smell was coming from. Found burned fan relays and melted wires . Went to trane parts and picked up new relays and wire spades. Replaced relay and started unit back up. Then found bad transformer also burning up. Transformer is on order for overnight shipping. Will return to install new transformer,

Tasks Performed:

PADTS MATERIALS

Source	Qty	Part#	Description

BAS ONLY: Was a backup copy made for the customer? No REFRIGERANT ACTIVITY: Did Refrigerant Activity occur? No SURCHARGES

Date:

EXPENSES

Date:

LABOR

Date	Technician	Trav	el Time	Mob	ilization	Diag	nostics	Wo	rk	Re	g Tir	ne	Over	rtime	Prem	Time
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02-26-2020	Barlow, Michael	0	0	0	0	0	0	5	0	5	V	0	0	0	0	0
Total	and the second se	0	0	0	0	0	0	5	0	5		0	0	0	0	0

Date: 02-26-2020

Signature Available No

Services described were performed as a part of the terms of this document.

Service Call 20-8385240 **Technician Name** Barlow, Michael

Scope Complete? No

Date: 02-26-2020

02-26-2020 Account Manager Steve Soltz

Date

Call Type: T&M

Sales Follow-up Required? No Reason: WORK NOT COMPLETE

Sample Taken: No



Building Services

FIELD REPORT

1

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Providence - Service 10 Hemingway Drive East Providence, RI 02915

Jo Tel: (401) 434-3145 Fax: (401) 434-8537

Reason:

Customer Not Available

Page 1 of 3

License:

Location Name Toll Gate High School	Service Call 20-8385240	Date
575 Centerville Road	Technician Name	02-28-2020
WARWICK, RI 02889	Barlow, Michael	Account Manager Steve Soltz
Contact/Phone: -		
200000200000000		Call Type: T&M
Scope Description Unit ventilator burned up, call Jonathan on way 401-477-2237	Scope Complete? Yes	Sales Follow-up Required? No Reason:
WORK PERFORMED Mod#/Ser#/Mfg/Tag#		
Technician: Michael Barlow Quality Task Code:	Date: 02-27-2020	Course of the second se
Work Activity:	-000.000000000000000000000000000000000	Sample Taken: No
Work Performed Details: Arrived on site, checked in with Jonathan. Took nain power. Tested unit operation and unit has b controls section of unit where burning smell was	apart unit ventilator, unwired bad tran ad fan motor, customer stated he has coming from is functional.	asformer. Are wired new transformer, rewired relays and a motor or will get a motor and replace it like they usually
fasks Performed:		
PARTS MATERIALS		

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ate: 02-28-	-2020			Custo	mer PO: 1 ture Avail	MA200 able N	0472 ∛o			Tech	hnician			w, Mic	

Services described were performed as a part of the terms of this document.

0	TRANE
	Building Services

FIELD REPORT

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375 Centerville Road 02-28-2020 WARWICK, RI 02889 Technician Name Account Manager Steve Soltz Contact/Phone: Call Type: T&M Scope Description Scope Complete? No Sales Follow-up Required? No WORK PERFORMED Modi/Serti/Mfg/Tagit Reason: HOLD-PARTS WORK PERFORMED Modi/Serti/Mfg/Tagit Technician: Norman Paiva Jr Quality Task Code: Date: 02-28-2020 Sample Taken: No Work Activity: Work Activity: Work Performed Details: Multi tap transformer Forman is bad. Ordered new one under warranty. Will return to install. Tasks Performed: PARTS MATERIALS Source Qty Part# Story: Way abackup copy made for the customer? No REFRIGERANT ACTIVITY: Did Refrigerant Activity occur? No Date: ZXPENSES Date: Travel Time Mobilization Diagnostics Work Reg Time Overtime	Location N Toll Gate I	Name High School			Service Call 20-8385240			Date				
WARWICK, RI 02889 Paiva Jr, Norman Norman Contact/Phone: - Call Type: T&M Scope Description Scope Complete? No Sales Follow-up Required? No Unit ventilator burned up, call Jonathan on Scope Complete? No Sales Follow-up Required? No Work Ventilator burned up, call Jonathan on Reason: HOLD-PARTS WORK PERFORMED Modi/Ser#/Mfg/Tag# Technician: Norman Paiva Jr Quality Task Code: Date: 02-28-2020 Work Activity: Work Performed Details: Multi tap transformer Forman is bad. Ordered new one under warranty. Will return to install. Tasks Performed: PARTS MATERIALS Source Qty Part# Description EdS ONLY: Was a backup copy made for the customer? No REFRIGERANT ACTIVITY: Did Refrigerant Activity occur? No SURCHARGES Date: SXPENSES Date: 2X28-2020 Paiva Jr, Norman 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0						N/1022		02-28-2020				
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Services described were performed as a part of the terms of this document.

Page 1 of 3

Tel: (401) 434-3145 Fax: (401) 434-8537 License:

Providence - Service

10 Hemingway Drive East Providence, RI 02915



Building Services

Unit ventilator burned up, call Jonathan on

FIELD REPORT

Toll Gate High School

WARWICK, RJ 02889

575 Centerville Road

Contact/Phone: -

Scope Description

way 401-477-2237

Location Name

Providence - Service 10 Hemingway Drive East Providence, RI 02915

Page 1 of 3 Tel: (401) 434-3145 Fax: (401) 434-8537 License:

Service Call 20-8385240 Technician Name Paiva Jr, Norman

Scope Complete? Yes

Date: 03-06-2020

Date 03-06-2020 Account Manager Steve Soltz

Call Type: T&M

Sample Taken: No

Sales Follow-up Required? No Reason:

WORK PERFORMED

Mod#/Ser#/Mfg/Tag# ...

Technician: Norman Paiva Jr Quality Task Code:

Work Activity:

Work Performed Details: Replaced defective multitap transformer in left side unit vent in music room.

Tasks Performed:

PARTS MATERIALS

Source Qty Part# Description

BAS ONLY: Was a backup copy made for the customer? No REFRIGERANT ACTIVITY: Did Refrigerant Activity occur? No. SURCHARGES Date:

EXPENSES

Date:

LABOR

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	mar The	10	0	0	0	0	0	2	0	2	0	0	0	0	0
stomer Na				44.00	ner PO:)			4		Tec	hnician	Name:	Paiva	Jr, Norm	ŝ

Signature Available No

hnician Name: Paiva Jr, Norman Reason: Customer Not Available

Services described were performed as a part of the terms of this document.