



TOWN OF NATICK MASSACHUSETTS

TO: Natick Board of Selectmen
Melissa A. Malone, Town Administrator
James Errickson, Deputy Town Administrator - Operations
Jeremy Marsette, Director, Natick Public Works

FROM: Bryan R. Le Blanc, Procurement Officer

DATE: August 10, 2020

**SUBJECT: CONTRACT EXTENSION
STREETLIGHT MAINTENANCE SERVICES**

In November 2019, the Town of Natick entered into a contract with Coviello Electric & General Contracting, Inc. ("Coviello Electric") for streetlight maintenance services. The term of this contract was for one (1) year, with two (2) one (1)-year options for renewal, each individually exercisable at the discretion of the Town. The rate was \$112.00/hour.

The current contract was procured through M.G.L. c. 30, §39M, and was vetted through a very carefully drafted Invitation for Bids, seeking the lowest responsible and eligible bidder. We have reviewed market conditions and have determined that no firm would likely meet the rate received in the 2019 bid.

Coviello Electric has continued to perform extremely well in its current contract with the Town. Given this set of circumstances, as well as Coviello Electric's beneficial performance, we recommend it to be in the Town's best interest to exercise its first extension of the current contract – for the year beginning on November 18, 2020, and ending on November 17, 2021. Assuming the Selectmen are so inclined to do so, renewal may be accomplished by executing the attached draft correspondence to Coviello Electric. Please advise if you have any questions or require additional information.

Per the terms of the original contract (as unchanged in this renewal), the Town reserves the right to terminate for default of the Contractor and for convenience upon thirty days' notice to the Contractor.

(To be placed upon Selectboard/Board of Selectmen's Letterhead.)

VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED

August 19, 2020

Mr. Sergio Coviello, President
Coviello Electric and General Contracting, Inc.
25 Garfield Avenue
Woburn, MA 01801

RE: *Streetlight Maintenance Services*
 NOTICE OF EXERCISE OF FIRST RENEWAL TERM

Dear Mr. Coviello:

As you are aware, the Town of Natick, Massachusetts and Coviello Electric & General Contracting Co., Inc. ("Coviello Electric") are parties to a contract for streetlight maintenance services in the Town of Natick ("Contract.")

Article 3 of the Contract, entitled "Term," provides as follows: "The term of this Contract shall commence as of the date set forth in the opening paragraph of this Contract, and shall end one (1) year later. At the sole discretion of the Town, this Contract may be renewed for one (1) or two (2) additional one (1)-year terms."

On August 19, 2020, the Town of Natick, by vote of the Natick Board of Selectmen, exercised its option to extend the Contract for one (1) additional one (1)-year renewal term. This option year shall expire on November 17, 2021. This letter shall serve as notice to Coviello Electric of the Town's exercise of its first option. The Town reserves its right to exercise its second option at a later time; however, nothing shall compel it to do so.

All provisions of the Contract shall remain in full force and effect during these option periods.

Thank you for your consideration.

Very truly yours,

The Natick Board of Selectmen

Jonathan H. Freedman, Chair

Karen Adelman-Foster, Vice Chair

Richard P. Jennett, Jr., Clerk

Michael J. Hickey, Jr.

Susan G. Salamoff

cc. Melissa A. Malone, Town Administrator
 James Errickson, Deputy Town Administrator - Operations
 Jeremy Marsette, Director, Natick Public Works
 Arti P. Mehta, Comptroller
 Karis L. North, Esq., Office of the Town Counsel