



**School Administrative Unit #31
Newmarket School District**
186A Main Street, Newmarket, NH 03857
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Todd Allen
Superintendent of Schools

Patricia Wons
*Director of CIA &
Professional Learning*

Janna Mellon
Business Administrator

Erica MacNeil
*Director of Student
Services*

Award of Bid Notice

Date: March 29, 2024

Subject: HVAC Preventative Maintenance and On-Call HVAC Services Bid, FY 25-FY 27

In their public meeting on March 28, 2024, the Newmarket School Board voted to award the bid as shown below:

| Vendor | Address |
|-----------------------|-----------------------------------|
| Northern Peabody, LLC | 25 Depot St, Manchester, NH 03101 |

| Service/Cost Item | Year 1 (24-25) | Year 2 (25-26) | Year 3 (26-27) |
|--------------------------|----------------|----------------|----------------|
| NES-Annual | \$9,810 | \$10,400 | \$11,025 |
| NJSHS-Annual | \$12,000 | \$12,720 | \$13,480 |
| Annex-Annual | \$1,150 | \$1,220 | \$1,290 |
| Materials markup | 25% | 25% | 25% |
| On-Call Technician (OCT) | \$105/hour | \$107/hour | \$109/hour |
| OCT Overtime | \$157.50/hour | \$160.50/hour | \$163.50/hour |
| OCT Holiday | \$210/hour | \$214/hour | \$218/hour |
| On Call Helper | \$75/hour | \$77/hour | \$79/hour |
| On Call Helper Overtime | \$112.50/hour | \$115.50/hour | \$118.50/hour |
| On Call Helper Holiday | \$150/hour | \$154/hour | \$158/hour |

The full RFP as well as the Bid Tab showing additional details of the bid submission are available on the District's website under the Business Office Tab in the RFP folder. Please forward any questions to Janna Mellon, Business Administrator at mellonj@newmarket.k12.nh.us.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Janna Mellon".

Janna Mellon, Business Administrator