

Ballston Spa CENTRAL SCHOOL DISTRICT

Educating Everyone Takes Everyone

Office of Business and Support Services
Kelly Lucarelli, Assistant Coordinator for Purchasing

(518) 884 - 7195 Ext. 1363
E-mail: klucarelli@bscsd.org

August 26, 2025

Tecogen, Inc
76 Treble Cove Road Bldg 1
North Billerica, MA 01862

RE: Ballston Spa Central School District
Award of Bid – Cogeneration Plant Repair/Preventative Maintenance

In accordance with the specifications relative to the above referenced bid, the Ballston Spa Central School District desires to extend the bid award for Cogeneration Plant Repair/Preventative Maintenance for an additional 12-month period.

A copy of the bid award and Notice to Bidders from the September 19, 2024 original bid, is enclosed for your information and review.

Please complete and return this notice indicating your interest and availability, at your earliest convenience.

Please contact me at (518) 884-7195, extension 1363 if you have any questions or concerns.

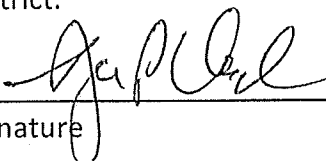
Sincerely,
BALLSTON SPA CENTRAL SCHOOLS



Kelly Lucarelli
Assistant Coordinator for Purchasing

☒ Yes, I am willing to extend the Cogeneration Plant Repair/Preventative Maintenance services for the Ballston Spa Central School District at the ~~rates submitted on September 19, 2024~~, for an additional 12-month period. *New rate from 8/1/2025 - 7/31/2026 is .037/KWh*

☐ No, I am not able to extend the Various Floor Finishing services for Ballston Spa Central School District.


Signature

Roger Deschenes, CFO
Print Name and Title

Enclosures

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BID FORM

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1. Flat – Rate Annual Cogen System Maintenance
\$ _____

2. Per Kilo-Watt Hour Energy Produced

037 / KWH 8/1/2025 - 7/31/2026

2024-2025 Vendor Mail List - Cogeneration Plant Repair

Tecogen

\$0.35 KWH with yearly escalation on 8/1 each year

76 Treble Cover Road Building 1
North Billerica, MA 01862

*as of 8/1/2025 - 7/31/2025 new rate
\$0.37/KWH*

Kinsley Group

No Bid

14 Connecticut South Drive
East Granbury, CT 06026
1-866-671-1178

Siemens Industry Inc

No Bid

6 British American Blvd Ste 104 C
Latham, NY 12110
518-573-0105
Vickie.Adams@siemens-energy.com

BOARD OF EDUCATION
BALLSTON SPA CENTRAL SCHOOLS
BALLSTON SPA, NEW YORK 12020

BID ANALYSIS

ITEM BID: 2024-2025 Cogeneration Plant Repair/Preventative Maintenance
(BS#070824)

DATE ADVERTISED: SARATOGIAN 9/10/2024
DAILY GAZETTE 9/10/2024

DATE OF BID OPENING: 9/19/2024

NUMBER OF VENDORS CONTACTED: 3

NUMBER OF BIDS RECEIVED: 1

SOURCE OF FUNDS: _____

BIDDERS:

Tecogen, Inc _____

LOW BID: (indicate name and address)

Tecogen, Inc _____
76 Treble Cove Road Bldg 1 _____
North Billerica, MA 01862 _____

RECOMMENDATION:

Award by item to the lowest responsible bidder as per attached

BOARD APPROVAL DATE: _____

APPENDIX A: BID ITEM SPECIFICATIONS

Scope of Work:

The Ballston Spa Central School District seeks bids to perform preventative and corrective maintenance on the High School cogeneration plant. The cogeneration power plant consists of seven (7) Tecogen Inverde e+ power and heat units. Work also includes remote monitoring of the plant to maximize power and heat production.

Specifications:

A Remote Monitoring:

- A remote monitoring and control system allowing real-time equipment operational monitoring and output maximization adjustments is required.
- A remote monitoring system to identify and troubleshoot repair issues is required.
- A remote monitoring system that tracks run-hours and output production for the scheduling of preventative maintenance is required.

On-Site Services:

- Staff assigned to service units on-site must be authorized or certified by the manufacturer to perform service work and/or adjustment on Tecogen Inverde e+ cogeneration power units.
- Staff shall provide on-site scheduled preventative maintenance and provide the District with service reports indicating the services performed.
- Staff on site shall provide operational training to District staff as required.
- 24/7 Emergency Service shall be provided as needed.
- In collaboration with remote performance monitoring, on-site maintenance shall provide cogeneration maximization adjustments and tuning as required.

Environmental:

- Service provider shall be responsible for the removal and disposal of all waste oils in accordance with all applicable State and Federal environmental regulations.

Special Requirements:

- The Service Fee shall include all parts, labor and travel to site to maintain the full operation of the plant.
- The Service Provider shall not allow the kW output of the cogeneration plant fall below 650 kW without notification to the District in writing outlining the cause of the output loss and the anticipated duration of the reduction.
- The service charge for the Cogeneration Plant Repair/Preventive Maintenance (BS #070824) shall be based on a per-kW produced, not by machine run-hours.

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Brian A. Sirianni, Assistant Superintendent for Business

(518) 884 - 7195 Ext. 1320

E-mail: bsirianni@bscsd.org

TO: Kelly Lucarelli
FROM: Kate Mayer
RE: Board of Education – Award of Bid
Date: October 17, 2024

Below is the Resolution that was approved at the October 16, 2024 Board of Education Meeting:

Resolution #226 - Award of Bid – Cogeneration Plant Repair/Maintenance

BE IT RESOLVED, by the Board of Education of the Ballston Spa Central School District, to award the bid for Cogeneration Plant Repair/Maintenance for the 2024-2025 school year, as follows, be and is hereby approved:

Tecogen, Inc.
76 Trebel Cove Rd., Bldg. 1
North Billerica, MA 01862