

Ballston Spa CENTRAL SCHOOL DISTRICT

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

Educating Everyone Takes Everyone

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

August 6, 2026

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. The rate that was renewed for 2025-2026 was .037/KWH.

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 for 2025-2026, for an additional 12-month period. This is the second renewal and will expire September 19, 2027, at which time, a new bid will be completed. THE RATE FOR 2026-2027 WILL BE .039/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

Page 2 of 2

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

2. Per Kilo-Watt Hour Energy Produced
.037 / KWH 8/1/2025 - 7/31/2026

.039/KWH FOR 8/1/2026 - 7/31/2027

2024-2025 Vendor Mail List - Cogeneration Plant Repair

Tecogen

76 Treble Cover Road Building 1
North Billerica, MA 01862

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

*as of 8/1/2025 - 7/31/2027 new rate
.037/KWH*

Kinsley Group

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

No Bid

Siemens Industry Inc

6 British American Blvd Ste 104 C
Latham, NY 12110
518-573-0105

No Bid

Vickie.Adams@siemens-energy.com

THE RATE AS OF 8/1/2-26 TO 7/31/2027 WILL BE .039/KWH

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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.

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: _____

Ballston Spa CENTRAL SCHOOL DISTRICT

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Kelly Lucarelli, Assistant Coordinator for Purchasing

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

August 6, 2026

Attention Pest Solutions Inc
233 W. Milton Road
Ballston Spa, NY 12020

RE: Ballston Spa Central School District
Award of Bid – Integrated Pest Management

In accordance with the specifications relative to the above referenced bid, the Ballston Spa Central School District desires to extend the bid award for Integrated Pest Management for an additional 12-month period.

A copy of the bid award and Notice to Bidders from the August 29, 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 Integrated Pest Management services for the Ballston Spa Central School District at the rates submitted on August 29, 2024, for an additional 12-month period. This is the second renewal and will expire August 29, 2027, at which time, a new bid will be completed.

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

Signature

Print Name and Title

Enclosures

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

BID ANALYSIS

ITEM BID: 2024-2025 Integrated Pest Management (BS#080824)

DATE ADVERTISED: **SARATOGIAN** 8/15/2024
 DAILY GAZETTE 8/15/2024

DATE OF BID OPENING: 8/29/2024

NUMBER OF VENDORS CONTACTED: 3

NUMBER OF BIDS RECEIVED: 1

SOURCE OF FUNDS: _____

BIDDERS:

Attention Pest Solutions

LOW BID: (indicate name and address)

Attention Pest Solutions LLC _____
233 W. Milton Road
Ballston Spa, NY 12020

RECOMMENDATION:

Award by item to the lowest responsible bidder as per attached

BOARD APPROVAL DATE: 9/4/2024

2024-2025 Vendor Mail List - Integrated Pest Management

Attention Pest Solutions
233 Greenfield Avenue
Ballston Spa, NY 12020

Bid Per Attached

Meerkat Pest Control
634 Plank Road
Clifton Park, NY 12065

No Bid

Thomas Pest Service
2015 Hamburg Street
Schenectady, NY 12304

No Bid

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BID FORM Integrated Pest Management (BS#080824)

Page 2 of 2

1. Hourly Labor Rate (Prevailing Wage Rate plus OHP and Markup):

\$ 85.00 Per hour

2. Monthly Kitchen Treatment Fee: \$ 425.00 (85.00 per kitchen)

3. Monthly Rate for Snack Bar (August – June): \$ 23.00

4. Special Service Fees:

Eve/Soffit Treatment for bees and perimeter treatment for ants, per treatment:

Building	Bees	Ants
High School	\$ <u>800.00</u>	\$ <u>800.00</u>
Middle School	\$ <u>800.00</u>	\$ <u>800.00</u>
Wood Road Elementary School	\$ <u>400.00</u>	\$ <u>400.00</u>
Gordon Creek Elementary School	\$ <u>300.00</u>	\$ <u>300.00</u>
Milton Terrace Elementary School	\$ <u>300.00</u>	\$ <u>300.00</u>
Maintenance Facility	\$ <u>100.00</u>	\$ <u>100.00</u>
Malta Avenue Complex	\$ <u>300.00</u>	\$ <u>300.00</u>
Transportation Facility	\$ <u>200.00</u>	\$ <u>200.00</u>
Old Bus Garage	\$ <u>100.00</u>	\$ <u>100.00</u>
Snack Bar Building	\$ <u>100.00</u>	\$ <u>100.00</u>

As-Needed Services:

Monthly Fee for exterior mice bait station services, per station:

\$ 3.75

Monthly Fee for trapping (woodchuck) services, per station:

\$ 50.00

APPENDIX A: BID ITEM SPECIFICATIONS

Scope of Work:

A. General Description

The District is seeking a single pest management company to manage pests while reducing the use of chemical pesticides. The health and safety of the students and staff will be the primary consideration.

The contractor shall demonstrate their knowledge of Integrated Pest Management Programs (IPM), NYS Neighbor Notification Laws, NYS Department of Health Notification regulations, and any other applicable NYS requirements in a post-bid, pre-award interview with the District.

B. General Services

The Pest Management Company will be responsible for development and implementation of Integrated Pest Management Program for the following Ballston Spa School District Facilities:

- High School (with kitchen) 220 Ballston Avenue, Ballston Spa, NY
- Middle School (with kitchen) 210 Ballston Avenue, Ballston Spa, NY
- Wood Road Elementary (with kitchen) 300 Wood Road, Ballston Spa, NY
- Gordon Creek Elementary (with Kitchen) 50 Wood Road, Ballston Spa, NY
- Milton Terrace Elementary 200 Wood Road, Ballston Spa, NY
- Maintenance Facility 150 Wood Road, Ballston Spa, NY
- Malta Avenue Complex (with kitchen) 70 Malta Avenue, Ballston Spa, NY
- Transportation Facility 1458 Saratoga Road, Ballston Spa, NY
- Old Bus Garage 480 Garrett Road, Ballston Spa, NY
- Snack Bar Building 480 Garrett Road, Ballston Spa, NY

At a minimum, routine monthly inspections of all (5) school kitchens will be conducted, though this schedule may be increased due to infestation data, or observed seasonal increases in pest populations.

The school kitchen minimum monthly inspections will be conducted September through June, annually and will be done the 1st week of every month. The minimum snack bar monthly inspections will be conducted August through December, annually.

The District requires call-in response service, for special infestations, on a 12-month basis. The reason for these service calls could include, but are not limited to, ants, carpenter ants, millipedes, centipedes, spiders, mice, rats, or stinging insects.

Rodent control inside buildings shall only be performed with trapping devices. If placed, trapping devices shall be concealed from public view and checked on an at least monthly basis.

Rodent control outside of buildings shall only be performed with locking bait stations. If placed, bait stations shall be concealed from public view and checked on an at least monthly basis.

The insecticide applied shall be as a "crack and crevice" treatment. Any other treatment method must be pre-approved by the District.

In the event that a pesticide application is required, it shall be the responsibility of the vendor to provide the School District with the Safety Data Sheet for all products proposed to be applied at least 72-hours in advance of the scheduled application. No pesticides will be applied without the approval of the Ballston Spa School District Facilities Office. All materials shall be provided by the vendor.

It is the responsibility of the vendor to confirm with the District that required 48-hour Notifications have been generated prior to any pesticide application.

Technician shall recommend to the Facilities office any maintenance/housekeeping issues that would mitigate future infestations.

Emergency service must be available.

The vendor shall make a representative available to attend an Environmental Safety Committee meeting upon request from the District.

SDS hazard sheets must be supplied to the School District prior to product application. A pest management log book, or access to an online service account history, must be provided to the Facilities Office and updated following each service.

The service log shall contain the following;

- a. Contractor's License
- b. Contractor's Certification
- c. Certificate of Insurance listing the District as additionally insured.
- d. A list of pesticides used, including copies of the safety data sheets. All pest controls products must be registered by the US EPA and must be applied according to the manufacturer's label instructions and in compliance with all applicable local, state and

federal law regulations
e. Copies of all service report forms

Special services will be requested throughout the year that shall require a separate service quotation

Examples of such special services include, but are not limited to:

- Soffit treatment for bees twice a year.
- Perimeter treatment for ants at least annually.
- Wildlife trapping and relocation
- Other special services not defined in this bid package.

Vendor Qualifications:

- Bid package submittal shall include at least three (3) NYS School District reference accounts. These references shall include the name of the School District, the name of the reference, contact information for that reference, and a brief description of the services they were provided.
- Bid package submittal shall include at least three (3) Commercial/Retail Food vendors. These references shall include the name of the company, the name of the reference, contact information for that reference, and a brief description of the services they were provided.
- Bid package shall include a statement detailing the ability of any technician that may be assigned to perform service at the Ballston Spa Central School District. This statement shall include the number of years of experience possessed and any certification/license documentation held by the technician.

General:

This is a New York State Public Works project and New York State Prevailing Wages apply for all work performed.

A certified payroll is required prior to the release of monthly payments.

As written estimates for Special Services are required prior to approving work, the District reserves the right to seek additional outside proposals for work, as deemed necessary.

Job estimates shall include all travel, labor and materials to complete the task.

Removal and/or cleanup of hazardous waste, or spills, shall be the responsibility of the vendor in accordance with all applicable NY State and Federal requirements.

This is a one year (12-month) contract commencing on September 1, 2024. This contract may be extended for up to two (2) additional one-year terms upon agreement between the District and the contractor the Contractor.