



City of San Antonio

Agenda Memorandum

File Number:21-3658

Agenda Item Number: 6.

Agenda Date: 6/10/2021

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Fire Alarm Systems Inspections, Maintenance, and Repair Services

SUMMARY:

This ordinance authorizes a contract with Johnson Controls Fire Protection, LP, to provide inspections, maintenance, and repair services for fire alarm systems and associated equipment for Building and Equipment Services Department, San Antonio Fire Department, and Parks and Recreation Department for a total estimated annual cost of \$175,000.00. Funding for this contract is available through the respective departments' FY 2021 Operating Budget with funding for future years contingent upon City Council approval of the annual budget.

BACKGROUND INFORMATION:

Submitted for Council consideration and action is a proposal submitted by Johnson Controls Fire Protection, LP, to provide all of the supervision, labor, transportation, tools, reports, materials, and equipment necessary to perform inspections, scheduled preventive maintenance, and repairs to Fire Alarm systems and other supporting equipment located at various locations throughout the City.

The City issued a Request for Competitive Sealed Proposal (RFCSP 6100012579 "Annual Contract for Fire Alarm Systems Inspections, Maintenance, and Repair Services - BESD, SAFD, & PARKS") on July 13, 2020 with a submission deadline of October 30, 2020. Seven (7) proposals were received. Two (2) were deemed eligible for evaluation, four (4) were deemed non-responsive: two firms for failure to provide the required proposal bond, one firm for failure to provide a completed price schedule and one firm for submitted exceptions to the City's terms and conditions, and one (1) withdrew their proposal submission. Johnson Controls Fire

Protection, LP, is recommended for contract award based on the City's standard RFCSP evaluation process.

The evaluation committee met on March 22, 2021 to evaluate the two (2) responsive proposals received. The evaluation committee consisted of representatives from the Building & Equipment Services Department, San Antonio Fire Department and the Parks and Recreation Department. The Finance Department, Purchasing Division, assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal response was based on a total of 100 points; 40 points allotted for experience, background, qualifications; 40 points allotted for proposed plan; and 20 points allotted for respondent's price schedule. Additional categories of consideration included references and financial qualifications. After committee review and discussion, Johnson Controls Fire Protection, LP, received the highest ranking and was recommended for award by the evaluation committee.

The initial term of the agreement shall be for the period upon award by City Council through December 31, 2023. Two (2) additional one-year renewals at the City's option shall also be authorized by this ordinance.

ISSUE:

This contract will provide the Building and Equipment Services Department, San Antonio Fire Department, and the Parks and Recreation Department with a contractor that will furnish the necessary supervision, labor, transportation, tools, reports, materials, and equipment required to perform inspections, scheduled preventive maintenance, and repairs to the fire alarm systems and associated equipment located at various locations throughout the City. Maintenance, inspection, testing, and repair services shall be performed on a monthly, quarterly, semi-annually, annually, and on an on-call basis for immediate needs.

Services for the Fire Alarm systems shall consist of, but not be limited to, performing inspections, providing service reports, making necessary adjustments, testing, and maintaining all devices and associated equipment associated with the Fire Alarm System at each facility including all equipment components: individual fire, smoke, and gas alarms of all types and sizes, fire panels, batteries, and other consumables required for scheduled maintenance.

Repair work goes beyond maintenance and is usually performed to return something to operational use, rather than to keep it operating. Repair labor and repair parts are not included in the scheduled preventive maintenance fee and can only be performed with City approval. These regularly scheduled preventive maintenance and repair services are required to preserve the safety, reliability, and functionality of the equipment and to maintain peak operational efficiencies while extending the life cycle of the equipment.

This contract shall also provide service for any new facilities added during the term of the contract.

This contract is within the scope of the SBEDA Program. However, due to lack of available firms and/or subcontracting opportunities, the Goal Setting Committee was unable to apply a SBEDA tool to this contract.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, City departments would be required to process individual procurements on an as-needed basis to provide fire alarm systems and associated equipment with inspections, maintenance, and repair services, which could lead to inconsistent service and delay in response time for maintenance and repair requests. Processing individual procurements will affect the cost of services due to non-contract pricing. The City departments do not have the staff to perform these services in-house.

FISCAL IMPACT:

This ordinance authorizes a contract with Johnson Controls Fire Protection, LP, to provide inspections, maintenance, and repair services for fire alarm systems and associated equipment for Building and Equipment Services Department, San Antonio Fire Department, and Parks and Recreation Department for a total estimated annual cost of \$175,000.00. Funding for this contract is available through the respective departments' FY 2021 Operating Budget with funding for future years contingent upon City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of this contract with Johnson Controls Fire Protection, LP, to provide inspection, maintenance, and repair services for fire alarm systems and associated equipment for the Building and Equipment Services Department, San Antonio Fire Department, and the Parks and Recreation Department for a total estimated annual amount of \$175,000.00.

This contract was procured by means of Request for Competitive Sealed Proposal and a Contract Disclosure Form is required.