

March 21, 2013

13-080

RATIFY AND CONFIRM CONTRACT WITH CONVERGINT TECHNOLOGIES, LLC FOR FIRE ALARM SYSTEMS: SERVICE, REPAIR, AND REMODELING

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FINANCIAL RESPONSIBILITY: Jonathan Marchetta, Interim Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Associate Vice President, Finance; Wing-Kit Chung, Vice President, Administrative Services; Dr. Preston Pulliams, District President

REPORT: The College has a need to contract with a qualified firm to provide Fire Alarm Systems: Service, Repair, and Remodeling at various PCC District locations.

The scope of this project includes, but is not limited to: troubleshooting; programming; service; repair; adding/subtracting points; moving points or panels only; and new installations. Contractor's must be certified by the manufacturer to work on the specific equipment needing repair.

A Request for Quotations (RFQ) for Fire Alarm Systems: Service, Repair, and Remodeling was issued on February 4, 2010. The RFQ was advertised on the College's Purchasing Website on February 4, 2010. Announcements of this bidding opportunity were sent via e-mail to six (6) firms. Eighteen (18) RFQ documents were downloaded from the College's Purchasing Website, of which ten (10) were downloaded by prime Contractors, one (1) of which is an MWESB, four (4) plan centers, two (2) of which are MWESB firms, and four (4) were downloaded by interested parties. Three (3) bids were received by the due date of February 22, 2010. Bids were received from the following companies:

<u>Contractor</u>	<u>Total Point Value</u>
Convergint Technologies, LLC	357
Metro Safety & Fire, Inc.	293
SimplexGrinnell	286

The award was made to the company whose bid resulted in the lowest overall ownership cost or “best value” as it is determined by ORS 279.015(5), and based upon the evaluation criteria listed below:

- Qualifications of Project Team
- Professional Certifications Held by Company
- Professional Certifications Held by Technicians
- Professional Licenses Held by the Technicians
- Experience with Projects of Similar Scope and Size
- Resources and Ability to Meet Deadlines
- Ability to Respond to Emergency Needs
- Cost

Note: None of the contractors that submitted bids are certified MWESB’s.

A one-year Contract was awarded to Convergent Technologies, LLC in the amount of \$25,000.00 (estimated annual cost) with an option to renew the Contract on an annual basis through February 28, 2015. The decision to renew the Contract shall be based upon the satisfaction of the College with Contract performance; the financial advisability of continuing the Contract without re-bidding; and subject to the availability of funds. The total term of the Contract shall not exceed five (5) years.

At the time the RFQ was issued, the College believed the annual estimate of \$25,000 was more than enough funding to meet its service, repair and remodeling requirements, as well as any emergency needs. It was the College’s intent to have every fire alarm system

device labeled/tagged, bar coded, and logged into the Building Report System incrementally over a period of two to three years. In the meantime, the College purchased a Computerized Maintenance Management System (CMMS), which was scheduled to be fully implemented by July 1, 2011. Therefore, it was imperative that the fire alarm system devices labeling, tracking, and testing of each initiating device be completed no later than June 30, 2011. Ergo, the Contract amount was increased by \$55,000 for that contract year only. The College has also added two (2) additional buildings to the Contract; the Newberg Center, and the Downtown Center, and may be adding more

buildings in the future. The College has been extremely satisfied with the Contract performance of Convergent Technologies, LLC.

Due to the addition of buildings to the Contract, the expedited labeling, tracking and bar coding of the devices, and the need to have panels upgraded, the Contract has exceeded its original estimate of \$125,000. As per PCC Board Policy #B 505, the Board of Directors must approve procurement contracts in excess of \$150,000.

RECOMMENDATION:

That the Board of Directors ratify and confirm the Contract with Convergent Technologies, LLC for Fire Alarm Systems: Service, Repair, and Remodeling in an amount of \$215,000 through February 28, 2015. The contract shall not exceed five (5) years. Expenditures for this contract will come from the capital projects fund and the general fund.