



AGENDA MEMORANDUM

Action Item for the City Council Meeting June 9, 2020

DATE: June 9, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
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| <p style="text-align: center;">Fire Sprinkler Inspection, Testing and Maintenance Services for Asset Management</p> |
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CAPTION:

Motion authorizing a three-year service agreement with Ranger Fire Inc. in an amount not to exceed \$180,750.00 for Fire Sprinkler Inspection, Testing and Maintenance Services at 11 City owned facilities, effective upon issuance of notice to proceed, with FY 2020 funding in the amount of \$20,083.33 available through the Facilities Fund.

SUMMARY:

This motion authorizes a service agreement with Ranger Fire Inc. for fire sprinkler inspection and testing and maintenance services. These services are necessary to keep the fire sprinkler system maintained throughout City owned buildings.

BACKGROUND AND FINDINGS:

The fire sprinkler system is a Life Safety system that senses smoke, fire, or manual alarm triggers which initiate an audible/visual evacuation notice for the health and safety of our citizens and employees. This system is a key Life Safety feature located at various city owned facilities that require annual certifiable inspections and repairs as needed to maintain the continuity and integrity of its components. Inspections and repairs must be done by a certified fire systems company which will verify the system's ability to accurately and spontaneously react to fire and smoke situations. Ultimately, customer and tenant safety are enhanced and desirable by a well maintained and monitored fire protection system. This type of service has been contracted to various vendors by the individual

departments on an as needed basis. Asset Management will manage and monitor this service proactively as the contract administrator moving forward. For comparison of cost from one of the previous contracts for this service to seven facilities, the savings to the City with this contract for the same seven sites is approximately \$8000.00 per quarter. The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for a new contract. The City received two bids. Staff recommends award to the lowest responsive, responsible bidder, Ranger Fire Inc.

ALTERNATIVES:

The alternative would be to continue to obtain individual quotes for the service of the fire sprinkler system; however, with a service agreement, Asset Management can proactively schedule inspections and testing for the next three years.

FISCAL IMPACT:

The fiscal impact for Asset Management in FY 2020 is \$20,083.00 for fire sprinkler inspection, testing, and maintenance services, with the remaining cost of \$160,667.00 funded in future years through the annual budget process.

Funding Detail:

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|------------------------|--------|-------------------------------------|
| Fund: | 5115 | Facilities Fund |
| Organization/Activity: | 40300 | Facilities Maintenance |
| Mission Element: | 191 | Operate City Buildings & Facilities |
| Project # (CIP Only): | N/A | |
| Account: | 530210 | Building Maintenance & Service |

RECOMMENDATION:

Staff recommends approval of this motion authorizing a three-year service agreement with Ranger Fire Inc. for fire sprinkler inspection and testing as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement