

June 16, 2005

05-097

AWARD OF RFP: FIRE ALARM AND INTRUSION SYSTEMS
SERVICES: REPAIR AND/OR NEW INSTALLATIONS

PREPARED BY:

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APPROVED BY:

Randy McEwen, Vice-President, Administrative Services
Dr. Preston Pulliams, District President

REPORT:

The College intends to enter into a contract for college-wide Fire Alarm and Intrusion Systems Services for an initial period of July 1, 2005 through June 30, 2008, with two possible one-year extensions. The scope of these services includes low voltage repairs and/or complete new system installations.

A Request for Proposals (RFP) was advertised and issued on April 19, 2005. The RFP was advertised in the Daily Journal of Commerce, in the Scanner, on the State of Oregon Procurement Information Network (ORPIN), and on the College's Purchasing Website. In addition, the advertisement was faxed and/or e-mailed to seven (7) state certified MWESB firms. Twenty-five (25) RFP documents were downloaded from the College's Purchasing Website, four of which were by plan centers. Three proposals were received by the due date of May 24, 2005. Proposals were received from the following:

Points

Dynalectric Company
NEC Northwest Electric Contractors Corp.*
Master Security **

**(POINTS SUMMARY WILL BE PRESENTED AT THE
BOARD MEETING)**

- * Qualifies and is in the process of obtaining Oregon Certification as a Women-owned Business
- ** ESB did not meet proposal requirements and was rejected as non-responsive

A committee comprised of staff members of the College evaluated the proposals based on the following criteria listed in the RFP: experience; safety; cost; and resources (total possible points = 100). Award is based on the highest number of points received. The committee is recommending that _____ be retained to provide these services.

RECOMMENDATION:

That the Board of Directors accept the proposal from, and award a contract for Fire Alarm and Intrusion Systems Services: Repair and/or New Installations to _____, at an estimated annual expenditure amount of \$150,000, for the period ending June 30, 2008, with an option to renew on an annual basis through June 30, 2010. The expenditures will be from either General, Capital Project or Bond funds.