

September 18, 2014

15-039

ACCEPT BID/AWARD CONTRACT TO CONVERGINT
TECHNOLOGIES, LLC FOR FIRE ALARM SYSTEMS:
SERVICE, REPAIR, AND REMODELING

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: Keith Gregory, Interim Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Associate Vice President, Finance
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Dr. Jeremy Brown, 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.

An Invitation to Bid (ITB) for Fire Alarm Systems: Service, Repair, and Remodeling was issued on August 1, 2014. The ITB was advertised in the Daily Journal of Commerce, on the State of Oregon Procurement Network (ORPIN), and on the College's Purchasing Website on August 1, 2014. Announcements of this bidding opportunity were sent via e-mail to four (4) firms. Fourteen (14) ITB documents were downloaded from the College's Purchasing Website, of which four (4) were downloaded by prime Contractors, eight (8) plan centers, one (1) of which is an MWESB firm, and two (2) were downloaded by interested parties. Two (2) bids were received by the due date of September 2, 2014. Bids were received from the following contractors:

<u>Contractor</u>	<u>Hourly Rate</u>
Convergint Technologies, LLC	\$ 93.00
Metro Safety & Fire, Inc.	\$ 132.10

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

- Qualifications of Project Team
- 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: Neither of the contractors that submitted bids are certified MWESB’s.

RECOMMENDATION:

That the Board of Directors accept the bid and award a one-year contract to Convergint Technologies, LLC in the amount of \$66,000 (annual estimate), with an option for the college to renew the contract on an annual basis for an additional four (4) years. The contract shall not exceed five (5) years or \$330,000. Expenditures for this contract will come from the general fund and the capital projects fund.