



# CITY OF CARSON

## Legislation Text

File #: 2022-350, Version: 1

### Report to Mayor and City Council

Tuesday, July 05, 2022

Consent

#### **SUBJECT:**

**CONSIDER AWARDING A FIVE-YEAR CONTRACT SERVICES AGREEMENT TO WEST COAST FIRE & INTEGRATION, INC. TO PROVIDE COMPREHENSIVE FIRE ALARM AND SECURITY SYSTEMS MAINTENANCE AND MONITORING SERVICES FOR THE PERIOD OF JULY 1, 2022 THROUGH JUNE 30, 2027**

#### **I. SUMMARY**

Staff is requesting City Council approval to award a five-year contract services agreement to West Coast Fire & Integration, Inc. for comprehensive maintenance and monitoring services for all City fire and security systems from July 1, 2022 to June 30, 2027.

#### **II. RECOMMENDATION**

1. AWARD and APPROVE the Contract Services Agreement with West Coast Fire & Integration, Inc. for the provision of comprehensive fire and security alarm systems maintenance and monitoring services for the initial 5-year term of July 1, 2022 through June 30, 2027 with a total contract sum not to exceed \$328,820.56 (Exhibit No. 4; the "Agreement").

2. AUTHORIZE the Mayor to execute the Agreement, following approval as to form by the City Attorney.

#### **III. ALTERNATIVES**

1. REJECT all bids.

2. TAKE any other action the City Council deems appropriate that is consistent with the requirements of the law.

#### **IV. BACKGROUND**

The City's existing fire alarm system at Carson City Hall and Juanita Millender-McDonald

Community Center facilities is aging and has not been in full compliance with the Los Angeles County Fire Code, as adopted by the City. Staff compiled the relevant information necessary to solicit qualified vendors who will be able to service and monitor the City-wide fire alarm systems to bring them into compliance with current Fire Code requirements and ensure continued compliance moving forward.

A Request for Proposals (“RFP”) for comprehensive fire and security alarm systems maintenance and monitoring services, covering not only the City’s fire alarm systems but also all of the City’s fire suppression systems, fire sprinkler systems, fire extinguishers, CCTV/security camera systems, access control systems, and intrusion systems, was issued on February 17, 2022 (Exhibit No. 1) and closed on March 24, 2022. Maintenance and monitoring services requested in the RFP included the following systems and system components:

1. Citywide fire alarm and suppression systems;
2. Citywide fire extinguishers at City facilities and vehicles, sprinkler systems (wet/dry) & commercial cooking systems;
3. Access control systems at City Hall and the Corporate Yard;
4. Citywide CCTV systems; and
5. Citywide intrusion systems.

The RFP also included an addendum issued March 17, 2022, related to troubleshooting work to correct any remaining deficiencies which have been identified in the fire systems so as to ensure full Fire Code compliance.

As part of the RFP, a three-day job walk-through was required and provided for the prospective bidders to have an ocular view of the City’s current fire and security systems. The job walk-through was attended by 4 prospective bidders. However, only one bidder (West Coast Fire & Integration, Inc.) which attended all three days of the walk-through submitted a proposal (Exhibit No’s. 2-3).

Staff from three City departments (PW, IT and EOC) reviewed and evaluated the proposal and found it to be responsive and responsible. On April 5, 2022, an interview was conducted to further evaluate bidder’s qualifications and to request more information regarding proposed bid. Staff has determined that West Coast Fire & Integration, Inc. (“West Coast”) is the lowest responsive and responsible bidder pursuant to CMC 2610(i).

Based on West Coast’s proposal, staff has prepared the Agreement for Council’s consideration. The Agreement provides for West Coast to perform the following services:

1. All work necessary to correct the outstanding deficiencies, to normal the panels, and to clear the items out of compliance as identified by the Los Angeles County Fire Department, in order to bring the existing system into compliance, which will then be maintained on an ongoing basis moving forward via the regular maintenance services discussed below.

2. Maintenance (including inspection, testing, and 5-year certification as required by law) and 24/7/365 remote monitoring of the City's Fire Alarm systems, which are located at eight (8) city facilities (namely City Hall, Community Center, Corporate Yard, Veterans Parks, Carson Park, Stevenson Park, Dolphin Park, and Foisia Park) and the City's Fire Suppression systems, which are located at City Hall and the Community Center.
3. Maintenance (including inspections and testing) of all of the City's fire extinguishers and fire sprinkler systems (wet and dry valves), including commercial cooking systems, at all City facilities and vehicles.
4. Maintenance (quarterly inspections) of the City's access control (e.g., keycard access) systems located at City Hall and the Corporate Yard.
5. Maintenance (quarterly inspections) and 24/7/365 remote monitoring of the City's CCTV/security camera systems, which are located at eleven (11) City facilities - City Hall, Community Center, Corporate Yard, Stevenson Park, Mills Park, Dominguez Park, Dolphin Park, Calas Park, Foisia Park, Veterans Park, and Carson Park.
6. Maintenance (quarterly inspections) and 24/7/365 remote monitoring of the City's intrusion (e.g., burglar alarm) systems, which are located at fourteen (14) City facilities (Community Center, Corporate yard, Hemingway Park and Pool, Stevenson Park, Anderson Park, Mills Park, Del Amo Park, Dominguez Park and Pool, Dolphin Park, Calas Park, Foisia Park and Pool, Carriage Crest Park, Veterans Sports Complex and Park, Carson Park and Pool) as well as a limited amount of installation work to complete installation of two existing partially-installed intrusion systems, which are located at Stevenson Park and Veteran's Park and Sports Complex.
7. All work necessary to convert monitoring of the City's fire alarm and intrusion system panels to West Coast's monitoring using cell dialers.
8. On-call services to make repairs (beyond ordinary maintenance, etc.) to any of the fire or security systems or system components for which maintenance is performed under this Agreement, if authorized by the Contract Officer pursuant to the process set forth in Section II of Exhibit "A" of the Agreement. Such repair work

may be recommended by West Coast based on a problem identified during an inspection or maintenance visit, or may be requested independently by the Contract Officer.

The fire alarm & suppression system, sprinkler system, fire extinguisher, and on-call repair services would be provided for the full initial five-year term, plus up to two additional years if the City exercises one or both of its options to extend the term of the Agreement via approval of an amendment to the Agreement. The access control, CCTV and intrusion system maintenance and monitoring services would be performed for only one year, as staff anticipates procuring a different long-term solution for these services moving forward thereafter, although the City may opt, via approval of an amendment to the Agreement, to extend these services for a second or third year.

The services would be provided at the following annual rates:

1. Fire Alarm & Suppression System Monitoring - \$5,400 (5 Yrs = \$27,000)
2. Fire Alarm & Suppression System Maintenance - \$14,100 (5 Yrs = \$70,500)
3. Fire Sprinkler System Maintenance - \$12,124 (5 Yrs = \$60,620)
4. Fire Extinguishers Maintenance - \$7,245 (5 Yrs = \$36,225)
5. Access Control Systems Maintenance - \$5,760 (1 Yr)
6. CCTV Systems Maintenance & Monitoring (\$28,800) (1 Yr)
7. Intrusion Systems Maintenance & Monitoring (\$14,100) (1 Yr)
8. Troubleshooting/correction of deficiencies per LA County Fire Dept. Letter (\$2,600) (one-time)
9. Monitoring Conversion using cell dialers (\$24,990) (one-time)
10. On-Call Repair Services - hourly rates specified in Exhibit "C" of the Agreement (rates differ depending on whether repairs are performed on an emergency basis [after regular business hours] or not, and increase by 5% annually). The contract sum includes \$4,000 for non-emergency repairs and \$4,800 for emergency repairs for Year 1, increasing by 5% annually thereafter for the remaining years of the Agreement's Term).
11. Completion of Installation of Intrusion Systems at Stevenson & Veteran's Parks - Base price of \$2,000 per system, with additional on-call authorization of up to \$2,800 per system in the event of unforeseen complications, for a total sub-budget of \$4,800 per system (\$9,600 total) (one-time).

West Coast's cost proposal is attached hereto as Exhibit No. 3, although the final/precise statement of costs is set forth in Exhibit "C" of the Agreement.

The not-to-exceed contract sum for the initial 5-year Term of the Agreement is \$328,820.56. If the City exercises its option to extend the Term of the Agreement for a sixth or seventh year, the rates for services would remain the same during such option periods, except the hourly rates for on-call services would continue to increase by 5% annually. The initial payment of \$133,519 for the first year of the contract includes the cost of access control, CCTV and intrusion system maintenance or monitoring services for that year only. If the City opts to extend the access control, CCTV or intrusion system maintenance or monitoring services (which the Agreement only authorizes to be provided for one year) for a second or third year, the rates set forth above for those services would remain the same for the second and third year as charged for the first year.

## **V. FISCAL IMPACT**

If the City Council approves staff's recommendation, there will be no fiscal impact as funds were included on the FY 22/23 budget adopted by Council.

## **VI. EXHIBITS**

1. RFP (pgs.6-48)
2. Proposal - West Coast Fire (pgs.49-95)
3. Cost proposal (pgs.96-97)
4. Proposed Agreement (pgs.98)

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