



Water & Wastewater Commission Review and Recommendation

Commission Meeting Date:	December 5, 2018
Council Meeting Date:	January 31, 2019
Department:	Purchasing
Client:	Terry Delaney, Danielle Lord, Anna Bryan-Borja and David Anders
Agenda Item	
Authorize award and execution of a multi-term contract with Firetron, Inc. , to provide preventative maintenance, monitoring, testing, and repair services for a Notifier fire panel, for up to five years for a total contract amount not to exceed \$500,000.	
Amount and Source of Funding	
Funding in the amount of \$66,667 available in the Fiscal Year 2018-2019 Operating Budget of Austin Water. Funding for the remaining contract term is contingent upon available funding in future budgets.	
Purchasing Language:	The Purchasing Office issued an Invitation for Bids (IFB) 2200 GLB1008 for these goods and services. The solicitation issued on September 17, 2018 and it closed on October 11, 2018. Of the two offers received, the recommended contractor submitted the only responsive offer.
Prior Council Action:	N/A
Boards and Commission Action:	December 5, 2018 – To be reviewed by the Water and Wastewater Commission.
MBE/WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

The contract will provide preventative maintenance, monitoring, testing, and repair services for a Notifier fire panel currently installed at Austin Water's Waller Creek Center. The contract will maintain the fire pump and fire sprinkler system for 10 floors, two computer and generator rooms, and one parking garage elevator. The contractor will perform annual, semi-annual, and quarterly inspections to ensure that the equipment is operational and certified in accordance with the National Fire Protection Associations and Austin Fire Department code. The fire alarm is monitored 24 hours a day, seven days a week.

The contract will replace a contract which expired on November 23, 2018. A spot purchase was solicited to continue service until a new contract is executed. The requested authorization amounts for the contract were determined using departmental estimates and historical spending. The recommended contractor is not the current provider for these services.

Contract Detail:

Contract Term	Length of Term	Contract Authorization
Initial Term	2 Years	\$200,000
Optional Extension 1	1 Year	\$100,000
Optional Extension 2	1 Year	\$100,000
Optional Extension 3	1 Year	\$100,000
TOTAL	5 Years	\$500,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.

BID TABULATION

To provide preventative maintenance, monitoring, testing, and repair services for a Notifier fire panel - Firetron Inc.

VENDOR

TOTAL BID

Firetron, Inc.

\$89,950.

Koetter Fire Protection

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*Bidder withdrew bid because of the monitoring requirement.

PRICE ANALYSIS

- a) Award of contract is recommended based on low bidder meeting the requirements of the solicitation.
- b) Solicitations: 66 notices were sent, including 5 MBE and 0 WBE firms, 1 responsive bid was received with no M/WBE firms responding.
- c) Estimated need was determined based on past expenditures and estimated future need.

- d) Cost Analysis: The proposed contract represents an approximate 3% increase from the previous contract for similar services. The proposed contract includes authority for system upgrades and additions needed for renovations at the Waller Creek facility.

APPROVAL JUSTIFICATION

- a) Austin Water concurs with Central Purchasing recommended award.