



## INVITATION TO BID

### 2019 Life Safety Systems Maintenance, Monitoring, and Testing

The City of Sedro-Woolley is soliciting proposals under the MRSC Small Works Roster process for annual testing services, 24 hour monitoring, and maintenance and repair work on city owned life safety systems throughout certain city facilities, and for emergency and non-emergency on-call services for a 12 month period beginning on February 1, 2019. This contract may be extended for an additional 12 month period if both parties agree to maintain contract terms and pricing. The estimated annual testing and monitoring costs (schedule 1 and 2) is between \$8,000 and \$10,000 with no minimum guarantee.

Instructions to Bidders: The work consists of Schedules 1, 2 and 3 as described below.

**Schedule 1: 24/7 365 days per year monitoring and reporting for all systems.** Proposals shall provide an annual price for all of the following locations and systems.

1. **Sedro-Woolley Municipal Building, 325 Metcalf Street**
  - a. Building Intrusion Alarm
  - b. Building Fire Alarm
  - c. Police Evidence Room Intrusion Alarm
2. **Sedro-Woolley Public Library, 802 Ball Street**
  - a. Building Intrusion Alarm
  - b. Building Fire Alarm
3. **Sedro-Woolley Community Center, 703 Pacific Street**
  - a. Building Intrusion Alarm
  - b. Building Fire Alarm
4. **Sedro-Woolley Senior Center, 715 Pacific Street**
  - a. Building Intrusion Alarm
  - b. Building Fire Alarm
5. **Wastewater Treatment Plant 401 Alexander Street**
  - a. Operations Building intrusion Alarm System
  - b. Shop Building Intrusion Alarm System
6. **Police Evidence Garage, 300 Metcalf Street**
  - a. Building Intrusion Alarm
7. **Fire Station No. 2, 1218 N. Township Street**
  - a. Building Fire Alarm System

**Schedule 2: Annual Confidence Testing.** Proposals shall include confidence testing as required by the city's building code for all locations, and shall include filing the required TEGRIS reports with the Sedro-Woolley Fire Marshall.

**Schedule 3: On-Call Repairs.** The On-call Services bid item will provide qualified manpower and equipment on an hourly basis to perform repairs or replacements and emergency repairs or replacements of life safety equipment.

For emergency On-Call requests, Contractor will respond to City within 24 hours, after receipt of request. Response is defined as having adequate resources necessary to perform the work on site within the time stated.

Contractor will assist City personnel in location of necessary repair parts. City personnel will procure parts as necessary or may designate that the contractor supply parts. Contractor will assist City personnel in making repairs to eliminate or reduce downtime of vital systems at city facilities.

All bidders must be qualified to perform monitoring, testing, and service work for all equipment, including incidental electrical work, and must have demonstrated a past history of responsiveness, technical expertise, and professionalism. A detailed list of the Life Safety Equipment per location can be found on the city's website at [http://www.ci.sedro-woolley.wa.us/resources/bids\\_and\\_awards/index.php](http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php) under Bids and Awards, **2019 Life Safety Systems Maintenance, Monitoring, and Testing, Equipment List**

Materials provided for individual projects will be per the current edition of the International Building Code and/or National Electrical Code. Work will be performed per the current edition of the International Building Code, National Electrical Code and City standards. See the Public Works Agreement and Purchased Services Agreement for this project on the city's website at: [http://www.ci.sedro-woolley.wa.us/resources/bids\\_and\\_awards/index.php](http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php) under Bids and Awards, **2019 Life Safety Systems Maintenance, Monitoring, and Testing**. For insurance, bonding, prevailing wage provisions and other provisions applicable to this contract. State prevailing wage rates per Washington State Department of Labor and Industries are required on the repairs and maintenance portion of this proposal. For current rates in Skagit County use the following link: <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx> and use the bid close date as the effective date. Contractors must be registered contractors at time of bid, have a current UBI number, have industrial insurance coverage as verified by WA L&I, have an Employment Security Department number, have a WA state Excise Tax Registration Number, and must not be disqualified from bidding per the Debarred Contractors list. Successful bidder must have or shall obtain a Sedro-Woolley business license. Bidder shall register or maintain registration on our MRSC Small Works Roster prior to award.

**Interested contractors are to submit:**

- A completed bid proposal form
- Current rate sheet including labor and equipment rates, mark-up rate for materials utilizing your company letterhead
- Statement of Bidder's Qualifications including references utilizing the form provided
- Certification of Compliance with Wage Payment Statutes utilizing the form provided

Proposals are due by **2 pm on Thursday January 24, 2019**. A formal bid opening will not be held. Proposals may be submitted in person, by U.S. Mail, facsimile or email to: City of Sedro-Woolley, Public Works Department, 325 Metcalf Street, Sedro-Woolley, WA 98284, (360) 855-0771, facsimile 360-855-0733, email [jrosario@ci.sedro-woolley.wa.us](mailto:jrosario@ci.sedro-woolley.wa.us). Results of the bid will be posted on the city website after award.

Selection basis will consist of the combination of Schedules 1 and 2 Monitoring and Testing, and Schedule 3 On-Call Services based on a sample repair trip using quoted man-hour, equipment rates and mobilization/demobilization costs, plus a review of qualifications and references, and capacity to respond in a timely manner. Two separate agreements will be awarded to one qualified contractor. Schedule 1 and 2 will be a Purchased Services Agreement and Schedule 3 will be Public Works Agreement covering the scope of work requiring prevailing wages.

The City of Sedro-Woolley reserves the right, without any liability on our part, to accept a proposal of the bidder submitting the lowest responsible bid, to reject any or all bids, revise or cancel the work to be performed, or do the work otherwise, if the best interest of the City is served thereby.

The City of Sedro-Woolley, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

For technical questions relating to this request for proposals or to schedule a site visit please contact Nathan Salseina, Public Works Operations Division Manager at 360-661-6492 or by email at [nsalseina@ci.sedro-woolley.wa.us](mailto:nsalseina@ci.sedro-woolley.wa.us) between the hours of 7:00 am and 3:30 pm.

ADVERTISED: January 10, 2019 - Online at City of Sedro-Woolley Website at [http://www.ci.sedro-woolley.wa.us/resources/bids\\_and\\_awards/index.php](http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php)

INVITATION TO BID E-MAILED: January 10, 2019 - MRSC Small Works Roster - **Service Category**: Facility Construction, Repair, & Maintenance; **Sub Category**: Fire Protection Installation & Testing