



# City of San Antonio

## Agenda Memorandum

### File Number:

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**Agenda Item Number:** 6

**Agenda Date:** October 31, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Annual Contract for Fire Sprinkler Inspections, Maintenance, and Repair Services

**SUMMARY:**

This ordinance authorizes a contract with APi Group Life Safety USA LLC dba Western States Fire Protection Company to provide services related to fire sprinkler systems and fire suppression systems for inspections, maintenance, and repairs for the Building and Equipment Services Department, Center City Development & Operations Department, Department of Human Services, and Parks & Recreation Department for an estimated cost of \$133,695 annually and an estimated total cost of \$797,625 over the contract term. Funding for this contract is available from the respective department's operating funds within the Facility Service Fund, General Fund, Parking Operating & Maintenance Fund, and Market Square Fund. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by APi Group Life Safety USA LLC dba Western States Fire Protection Company to provide scheduled preventive maintenance, testing, inspections, and repair services for fire sprinkler and fire suppression

systems at various facilities located throughout the city. These services are required to preserve the safety, reliability, and functionality of the fire sprinkler and/or suppression systems.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for an “Annual Contract for Fire Sprinkler Inspections, Maintenance, and Repair Services” (RFCSP 24-084; 6100017851) on May 24, 2024, with a submission deadline of July 22, 2024. The RFCSP was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential respondents. Two proposals were received, and both proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from the Building and Equipment Services Department, Center City Development & Operations Department, San Antonio Fire Department, Department of Human Services and Parks & Recreation Department. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 35 points allotted for experience, background and qualifications; 35 points allotted for proposed plan; and 20 points allotted for the respondent’s price schedule; and 10 points were allotted for the Small Business Enterprise (SBE) Prime Contract Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met to discuss and score the two proposals on September 10, 2024. The top ranked firm was APi Group Life Safety USA LLC dba Western States Fire Protection Company and is recommended for award.

The initial term of the agreement will be for the period upon award by City Council or November 1, 2024, whichever is later, through September 30, 2027, with two additional, one-year renewals at the City’s option will also be authorized by this ordinance.

## **ISSUE:**

This contract will provide scheduled preventive maintenance, testing, inspections, and repair services for fire sprinkler and fire suppression systems at various facilities located throughout the city. These services are required to preserve the safety, reliability, and functionality of the fire sprinkler and/or suppression systems at each facility including all equipment components: individual sprinkler heads of all types and sizes, fire pumps, jockey pumps, pump controls, fire risers, water gongs, tampering devices, various control valves, and kitchen vent hoods.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. The Goal Setting Committee applied the Small Business Enterprise (SBE) Prime Contract Program with ten (10) evaluation preference points. APi Group Life Safety USA LLC dba Western States Fire Protection Company was not eligible to receive any specified points.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance #2023-08-31-0585.

#### **ALTERNATIVES:**

Should this contract not be approved, the participating City departments may be required to process individual procurements on an as-needed basis thus affecting the functionality of the equipment and safety of City staff at each facility. The City does not have the adequate staff to perform the work which may result in overtime and/or reduced staff capacity for other duties. Additionally, the processing of individual procurements will affect the cost of services due to non-contractual pricing.

#### **FISCAL IMPACT:**

This ordinance will approve a contract with APi Group Life Safety USA LLC dba Western States Fire Protection Company to provide the Building and Equipment Services Department, Center City Development & Operations Department, Department of Human Services and Parks & Recreation Department with scheduled preventive maintenance, testing, inspections, and repair services for fire sprinkler and fire suppression systems at various facilities located throughout the city for an estimated cost of \$133,695 annually and an estimated total cost of \$797,625 over the contract term. Funding for this contract is available from the respective department's operating funds within the Facility Service Fund, General Fund, Parking Operating & Maintenance Fund, and Market Square Fund. Funding for subsequent years is contingent upon City Council approval of the annual budget.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance.

This contract is procured by means of Request for Competitive Sealed Proposals and a Contracts Disclosure Form is required.