

TUCSON UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT

P.O. Box 40400
1010 E. Tenth Street
Tucson, AZ 85717-0400
Phone (520) 225-6080
Fax: (520) 225-6082

MEMORANDUM

DATE: 12/17/2018

TO: Kevin Startt
Director of Purchasing

FROM: Kevin Oster
Procurement Agent

Subject: Executive Summary – Bid No. 19-58-C23 – Fire Sprinkler Kitchen Hoods, Fire Alarm Systems, Inspections, Parts, and Repairs Service as Needed

Dept: Operations
Pre-Bid Date: November 28, 2018
Due Date: December 7, 2018

Date Issued: November 20, 2018
No. of Individuals Attending Pre-Bid: 2
No. of Bids Received: 2

BACKGROUND

It is the intention of the Tucson Unified School District to procure scheduled annual fire sprinkler system inspections, testing and calibrations, repairs, parts and service at approximately ninety-five (95) District locations and for approximately two-hundred seventeen (217) risers and seventy-nine (79) sectionals systems. Awarded vendor(s) will perform required annual inspection services in full compliance with the most current and any previous applicable NFPA 25 standards, codes, or regulations for the inspection, testing and maintenance of water-based fire protection systems and one (1) nitrogen system. Awarded vendor(s) will also be required and responsible for performing work in full compliance with all local, county, state, federal laws, ordinances, statutes and requirements for fire sprinkler inspections and repair work. Most of TUSD's fire sprinkler systems are water based, with one system in place that is nitrogen. Awarded vendor(s) will also perform inspections, maintenance, parts and repairs for all district kitchen hoods, at ten (10) sites. Finally awarded vendor will provide maintenance, parts, repairs for all District site fire alarm systems.

Six weeks previously, IFB 19-39-C23 was performed for this same service and cancelled without award due to unclear specifications regarding the District's existing fire alarm systems. At that time, three vendors had responded with offers. It was determined to cancel to allow for the District to resolicit for these services with additional specifications to ensure fair competition.

EVALUATION

Notification of IFB 19-58-C23 was emailed to eighty-nine (89) vendors using www.azpurchasing.org, TUSD's contracted bid service. A Pre-Bid Meeting was also conducted prior to the IFB due date. TUSD received two (2) bids, ten (10) "NO" bids.

AZ Administrative Code R7-2-1031 – Bid Evaluation and Award. Bids were reviewed to determine whether they were responsive and responsible. The contract shall be awarded to the lowest responsible and responsive bidder or bidders whose bid or bids conform in all material respects to the requirements set forth in the invitation for bids.

Johnson Controls' submitted bid was determined non-responsive and will not be considered further.

R7-2-1032 – Only One Bid Received. If only one responsive bid is received in response to an invitation for bids, an award may be made to the single bidder if the school district determines in writing that the bidder is responsive, that the price submitted is fair and reasonable, and that either other prospective bidders had reasonable opportunity to respond, or there is not adequate time for re-solicitation...

Siemens' bid was emailed to TUSD's Operations Safety Supervisor for his review and determination if vendor's bid was responsive to all specifications. A tabulation was created based on their submitted pricing per category. The bid tabulation and award determination form was sent to the contract liaison for his review and concurrence letter. The contract liaison's recommendation has been included with the Board documents for review.

AWARD RECOMMENDATION:

Contract award is recommended to the following firm for the indicated service:

Siemens

I attest that the evaluation process was conducted in accordance with Arizona Administrative Code R7-2-1031 (Bid Evaluation and Award) and all applicable Tucson Unified School District rules and regulations.

Concurrence:

Kevin Startt

12/17/2018

Kevin Startt, Purchasing Director

Date