



Administration Property Management Office

Request for Proposal

Fire Alarm Testing and Maintenance

Project Number: PM-4--2063

I. Overview

The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. BPHC's mission is to protect, preserve, and promote the health and well-being of all Boston residents, particularly the most vulnerable.

The Boston Public Health Commission acting by its Division of Property Management, Mattapan Campus, 205 River Street, Mattapan, MA 02126, is seeking proposals for a fire protection service contract.

As part of BPHC's efforts to have an equitable procurement process, BPHC will consider and encourage unrepresentative businesses that includes; Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), Veteran-owned Business Enterprises (VBE), Service-disabled Veteran-owned Business Enterprises (SDVOBE), Disability-owned Business Enterprise (DOBE), Lesbian Gay Bisexual Transgender Business Enterprises (LGBTBE), and local businesses to apply to this RFP.

The scope of work of the contract will include inspection, quarterly testing, maintenance, annual cleaning for all alarm devices and repair of the fire alarm systems at the following BPHC locations:

Project title: **Fire Alarm Testing and Maintenance**

Project location: Various Locations of BPHC

Project number: PM-4-2023

Bid Deadline: December 2, 2020 @ 11:00 AM

Expected substantial completion date: N/A

1.1 General Scope of Work

LONG ISLAND CAMPUS

Boston Harbor
Boston, MA 02169

1.1.1.1 Woods Mullen Shelter
784 – 794Rear Massachusetts Ave.
Boston, MA 02118

1.1.1.2

BPHC - Men Shelter

NORTHAMPTON SQUARE

785 Albany Street
723-727 Mass Ave.
Boston, MA 02118

Mattapan Campus
1.1.1.3 (201-215) River Street
Mattapan, MA 02126

Finland Building

112 Southampton St.
Boston, MA 02118

774 Albany Street
Boston, MA 02118

Bid Requirements:

Bids shall be clearly identified as a bid and signed by the vendor. All bids shall be titled: Fire Alarm Testing and Maintenance.

- 1.1.2 **The Bids shall be submitted to the awarding authority, Mattapan Campus 205 River Street, Mattapan, MA 02126, Property Management Office, before 10:30AM on December 2nd, 2020 at which time and place all bids will be opened and read aloud.**

Late bids will not be accepted.

No Faxed Bids

Prevailing Wage Required

PERFORMANCE

Inspections, testing, maintenance and repairs shall conform to all applicable national, state and local fire codes, ordinances and laws. As defined in Boston Fire Prevention Order #93-1, each fire alarm must be tested on a quarterly basis. Quarterly tests at each location shall involve of one fourth (1/4) of the fire alarm system, so that each system is tested in its entirety once per calendar year. At the conclusion of each quarterly test, the contractor will furnish test reports indicating all equipment, devices, and functions of the fire alarm systems that were tested.

Upon being notified of a fire panel activation at any of the above locations, the contractor will respond within two (2) hours from the time of notification to reset the fire alarm system and restore the central panel to its normal operating condition. Upon completion of each system reset, the contractor shall provide a service report to the BPHC owner representative detailing the cause of the alarm and the corrective action taken. Service reports shall also address all technical aspects of each service call.

The contractor shall furnish all parts and labor in a manner that insures safe-operating conditions, optimum performance, and maintains the original system design. The contractor shall specify all relevant information, including but not limited to price estimates or vouchers and documentation of labor, time, and parts used during each service call.

The contractor shall provide, at its own expense, all necessary licenses, permits, or other authorization required by all applicable regulatory agencies.

Performance under this contract shall be done to the complete satisfaction of the Commission or its representatives. In performing its services, the contractor shall exercise due care to protect all persons, property, and program activities from injury, unnecessary interference, or inconvenience. All scheduled work shall be performed during the normal business hours of 9am – 5pm, Monday through Friday.

ADDITIONAL WORK

At the Commission's request, the contractor shall provide work in excess of regularly scheduled inspection, testing and maintenance appointments. Additional work includes but is not limited to troubleshooting and repair of field wiring problems, replacement of defective system equipment and/or devices, fire alarm installation, smoke detector cleaning, and other tasks deemed necessary to the successful operation of fire alarm systems.

Additional work shall commence within twenty-four (24) hours of all such requests. If the Commission believes the additional work constitutes an emergency, the contractor shall commence work within four (4) hours of the request having been made. The Commission shall notify the contractor when additional work is considered an emergency.

All interested parties are required to complete the attached pricing sheet. Interested parties may view the service requirements at each of the above listed locations.

Notes:

1. Please provide prices for a three (3) year contracts. Prices shall reflect the following:
 - a. January 1, 2021 through December 31, 2021
 - b. January 1, 2022 through December 31, 2022, and
 - c. January 1, 2023 through December 31, 2023.

**5% Bid Bond, 100% Payment Bond, OSHA Training, DCAMM Certification will
be required in order to establish a contract with BPHC**

If you have any questions, please call Keren Tejada or Michelle MacDougall at the Property Management Office at: 617-534-2500 or send your inquiries via e-mail to mmacdougall@bphc.org & ktejada@bphc.org

Time Line

Sunday, November 8, 2020	RFP Legal Notice publication in The Boston Globe
Thursday November 12, 2020	RFP available online at www.bphc.org/RFP by 10:00 AM EST . RFP will also be disseminated via e-mail to relevant networks
Thursday November 19, 2020	<u>Questions due in writing by 2:00 PM EST to:</u> Michelle MacDougall at email mmacdougall@bphc.org & or Keren Tejada at email ktejada@bphc.org Subject – Fire Alarm Testing and Maintenance
<u>Thursday November 26, 2021</u>	<u>Responses to questions available for viewing on www.bphc.org/RFP by 4:00 PM</u>
Wednesday, December 2, 2020	RFP due by 10:30 AM EST for Fire Alarms Submit BIDS to Mattapan Campus 205 River Street, Mattapan MA 02126 Subject line – Fire Alarm Testing and Maintenance OR Fire Alarm Testing and Maintenance NO EXCEPTIONS TO THIS DEADLINE
Wednesday December 9, 2020	Notification of Decision: Selected candidate will be notified by or before 2:00PM EST of the award.

**Boston Public Health Commission
Fire Alarm Service Contract Bid Form
QUOTE FORM – Please Use**

Name of Company: _____

Address: _____

Telephone #: _____ Fax #: _____

Email: _____

(FY totals must include allowances A and B from page 13)

FY '21- BPHC:

\$ _____

FY '22 - BPHC:

\$ _____

FY '23 - BPHC:

\$ _____

Company Representative: _____

Signature: _____

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Date:

I - Campus Inventory & Price Sheets

A. Mattapan Campus

Address	FA/CP	SD	HD	PS	Other
1. 201 River St.					
2. Mattapan, MA 02126	1 – FCI FC-72		39	0	13
Transitions & Re-Entry					5*
Other items*					
1 Strobe					
2 Battery					
1 Communicator					
1 Annunciator					
	FY'21		FY'22		FY'23
Total	_____		_____		_____

Total							
Address	FA/CP	SD	HD	PS	Other		
7. 209 River St Mattapan, MA 02126. Entre Familia Other items*		1 – FCI 7100-2D		56	3	6	17*
5 Tamper switches							
4 Waterflow switches							
1 Bell							
1 Switch							
2 Battery							
1 Power Supply							
1 Communicator							
1 Strobe							
1 Water Pressure Switch							
1 Fan Shutdown							
1 Control Panel							
	FY'21		FY'22			FY'23	

Total

Address	FA/CP	SD	HD	PS	Other		
8. 211 River St. Mattapan, MA 02126 M Bldg. / Day Care Other items*		1 – ESL 1505		19	0	4	4*
1 Indicative device							
2 Battery							
1 Communicator							
	FY'21		FY'22			FY'23	

Total _____ _____

Address	FA/CP	SD	HD	PS	Other	
9. 213 River St. Mattapan, MA 02126 Food Pantry Other items* 1 Battery 1 Indicative Device	1 – EST2		16	0	5	2*
	FY'21		FY'22		FY'23	

Total _____ _____

Address	FA/CP	SD	HD	PS	Other	
10. 215 River St. Mattapan, MA 02126 Old Kitchen Other items* 1 Battery	1 – EST2		59	1	7	3*
	FY'21		FY'22		FY'23	

Total _____ _____

Mattapan Campus - Quarterly Fire Alarm Inspection Costs:

January 1st, 2021 – December 31st, 2021: \$ _____ / year

January 1st, 2022 – December 31st, 2022: \$ _____ / year

January 1st, 2023 – December 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

B. Long Island Campus – For information & for understanding the BPHC will be seeking legal decommissioning of Long Island FA system.

1. Main Campus

Address	FA/CP	SD	HD	PS	Other	
1 Moon Island Rd.	Simplex 4100U		831	105	155	54*
Other items*						
2 Beam detectors						
4 Tamper switches						
2 Waterflow switches						
13 Control Panel						
14 Battery						
1 Power Supply						
7 Indicating Device						
3 Strobes						
1 Speaker / Strobe						
4 Annunciators						
1 Duct Detector						

		FY'21	FY'22	FY'23
	Total	<u> X </u>	<u> X </u>	
<u> X </u>				

Long Island Campus Quarterly Fire Alarm Inspection:

January 1st, 2021 – December 31st, 2021: \$ X / year

January 1st, 2022 – December 31st, 2022: \$ X / year

January 1st, 2023 – December 31st, 2023: \$ X / year

Total: \$ X FY 20-23

C. Albany Street Campus

1. Woods Mullen “female shelter”

Address	FA/CP	SD	HD	PS	Other
794 Albany Street	1 – Fire Lite MS-9200	58	3	19	38*

Other items*

- 9 Duct Detectors
- 9 Waterflow Switch
- 12 Tamper Switch
- 1 Water Pressure Switch
- 2 Battery
- 1 Control Panel
- 1 Strobe
- 1 Master box
- 1 Annunciator
- 1 Communicator

	FY'21	FY'22	FY'23
Total	_____	_____	_____

Woods Mullen “female shelter” Quarterly Fire Alarm Inspection:

January 1st, 2021 – December 31st, 2021: \$ _____ / year

January 1st, 2022 – December 31st, 2022: \$ _____ / year

January 1st, 2023 – December 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

2. Finland Bldg.

Address	FA/CP	SD	HD	PS	Other
774 Massachusetts Ave.	1 – EST 3		110	19	21 22*

Other items*

- 6 Releasing Device
- 4 Battery
- 7 Speaker/Strobe
- 2 Power Supply
- 1 Voice Evacuation
- 1 Strobe
- 1 Master box
- 2 Control Panels

	FY'21	FY'22	FY'23
Total	_____	_____	

Finland - Quarterly Fire Alarm Inspection:

November 1st, 2020 – October 31st, 2021: \$ _____ / year

November 1st, 2021 – October 31st, 2022: \$ _____ / year

November 1st, 2022 – October 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

D. Northampton Square

**1. Miranda Creamer Bldg. – 785 Albany Street
Garage**

Address	FA/CP	SD	HD	PS	Other
729 Mass Ave	1 - EST3	87	10	14	13*

Other items*

- 4 Power Supply**
- 5 Battery**
- 2 Control Panel**
- 1 Horn/Strobe**
- 1 Master box**
- 1 Horn**

	FY'21	FY'22	FY'23
Total	_____	_____	

Miranda-Creamer, Garage) – Quarterly Alarm Inspections:

January 1st, 2021 – December 31st, 2021: \$ _____ / year

January 1st, 2022 – December 31st, 2022: \$ _____ / year

January 1st, 2023 – December 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

E. SEFC

Address	FA/CP	SD	HD	PS	Other
		10	17	25	10*

Other Items*

5 Duct smoke det.

5 Monitor modules for fire pump.

	FY'21	FY'22	FY'23
Total	_____	_____	

November 1st, 2020 – October 31st, 2021: \$ _____ / year

November 1st, 2021 – October 31st, 2022: \$ _____ / year

November 1st, 2022 – October 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

**F. Southampton “Men Shelter”
112 Southampton, Boston, MA 02118****

Address	FA/CP	SD	HD	PS	Other
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- For inventory of devices, please refer to “as-builts” & submittals Ph. I, II & III.

	FY’21				
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		FY’22			
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					FY’23
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	Total				
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112 Southampton - Quarterly Fire Alarm Inspection:

January 1st, 2021 – December 31st, 2021: \$ _____ / year

January 1st, 2022 – December 31st, 2022: \$ _____ / year

January 1st, 2023 – December 31st, 2023: \$ _____ / year

Total: \$ _____ FY 20-23

II. Additional Information:

Hourly Service Rates Monday – Friday (First Shift – 7:00 AM – 3:00 PM):

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Hourly Service Rates Monday – Friday (Second Shift – 3:00 PM – 11:00 PM):

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Hourly Service Rates Monday – Friday (Third Shift – 11:00 PM – 7:00 AM):

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Shut Down with Stand By & Restoration of Services (for third parties bldg. inspections):

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Alarm Responses / Resets:

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Central Station Monitoring Charge:

January 1st, 2021 – December 31st, 2021: \$ _____ / hour

January 1st, 2022 – December 31st, 2022: \$ _____ / hour

January 1st, 2022 – December 31st, 2023: \$ _____ / hour

Allowances

a. Nine shut down with standby & restoration per fiscal year: 9 x _____ =

b. _____
One hundred first shift hours per fiscal year: 100 x _____ =

**Note: BPHC will not pay vehicle charges, mileage charges,
or any other charge not outlined in this bid sheet.**

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