



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/24/2017

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Patricia McKeever, Supervising Staff Services Analyst - 253-4099

SUBJECT: Agreement with Tri-Signal Integration, Inc. for testing, inspection and maintenance of fire suppression systems and integral fire alarms.

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Tri-Signal Integration, Inc., for an annual maximum amount of \$6,700 for the term January 24, 2017 through June 30, 2020 with two additional one year annual renewal options for the testing, inspection and maintenance of specialized fire suppression systems and alarm panels integral to those systems located throughout County owned and operated facilities.

EXECUTIVE SUMMARY

Approval of this agreement will allow the County to have a contracted service provider for testing, inspection, and maintenance of specialized fire suppression systems and alarms integral to those systems in County owned or operated buildings. The specialized systems are used to protect technical equipment in "cold rooms". Tri-Signal Integration, Inc., was selected through an informal quote process (minimum of three quotes). The scope of work covers semiannual and annual inspections and testing as well as authorized non-routine maintenance, repairs and emergency service.

Tri-Signal Integration, Inc. is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes

Where is it budgeted?	Information Technology Services, Fund 4200, Sub-Division 42000-02
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	To ensure the safe and consistent operation of specialized fire suppression system and alarms integral to those systems located in County owned and operated facilities.
Is the general fund affected?	No
Future fiscal impact:	The amount will be budgeted accordingly in future fiscal years.
Consequences if not approved:	The County would have to engage in an agreement with another provider for specialized fire suppression system testing at a significantly higher cost. Additionally, there would not be a preventative maintenance contract for specialized fire suppression systems in County owned and operated facilities, therefore the County would have to engage providers on an as-needed basis, potentially increasing the cost of services and placing the County at risk of being out of compliance with the standards set forth by the National Fire Protection Association (NFPA 2001).
Additional Information:	The agreement will be administered by the Public Works department and all costs will be charged to the Information Technology Services department.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Today's action allows the County to enter into an agreement for specialized fire suppression system semi-annual and annual inspections and testing, and non-routine testing, maintenance, repair and emergency services. The services include three data server or "cold rooms" in County facilities that require specialized fire suppression systems separate from the general fire suppression of a facility. County staff requested quotes from four vendors, one of which declined to submit a quote. Tri-Signal Integration, Inc. was chosen as the recommended provider based on consideration of qualifications, experience, and pricing. The County previously contracted with Tri-Signal for these services beginning in Fiscal Year 2013-2014 under contract number AUD6757. The three year contract has since expired.

Approval of this agreement allows for semi-annual and annual fire suppression system and integral alarm system inspections and testing with a maximum amount of \$2,200 and allows for authorized non-routine testing, maintenance, repair and emergency services at the request of the County's Director of Public Works or designee, with a maximum annual amount of \$4,500. The total maximum annual amount for routine and non-routine services will be \$6,700.

Tri-Signal Integration is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula