

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services		(2) MEETING DATE 4/10/2012		(3) CONTACT/PHONE Katie Perez, 805-781-5200	
(4) SUBJECT Request to 1) approve an upgrade or replacement of the new Government Center fire alarm system in the amount of \$513,000; and 2) and approve a sole source, consultant services contract with Collings & Associates.					
(5) RECOMMENDED ACTION General Services recommends your Board: <ol style="list-style-type: none"> 1. Create a new capital project to upgrade or replace the new Government Center fire alarm system, 2. Approve a Budget Adjustment in the amount of \$513,600 from the General Government Building Replacement Fund by a four-fifths vote; and 3. Approve a sole source, consultant services contract not to exceed \$45,000, to retain Collings & Associates to evaluate the current fire alarm/sensor system in the new Government Center and prepare bid documents to upgrade or replace the system and instruct the Chairperson to sign the contract. 					
(6) FUNDING SOURCE(S) \$513,600 from General Building Replacement Fund No. 1202500000		(7) CURRENT YEAR FINANCIAL IMPACT Project estimate: \$513,600		(8) ANNUAL FINANCIAL IMPACT NA	
(9) BUDGETED? No					
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business					
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1112098 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A		
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 0019001124			(14) W-9 <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
(15) LOCATION MAP Attached		(16) BUSINESS IMPACT STATEMENT? No		(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(18) ADMINISTRATIVE OFFICE REVIEW					
(19) SUPERVISOR DISTRICT(S) District 3 -					

County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services / Katie Perez, 805-781-5200

DATE: 4/10/2012

SUBJECT: Request to 1) approve an upgrade or replacement of the new Government Center fire alarm system in the amount of \$513,000; and 2) approve a sole source, consultant services contract with Collings & Associates.

RECOMMENDATION

General Services recommends your Board:

1. Create a new capital project to upgrade or replace the new Government Center fire alarm system,
2. Approve a Budget Adjustment in the amount of \$513,600 from the General Government Building Replacement Fund by a four-fifths vote; and
3. Approve a sole source, consultant services contract not to exceed \$45,000, to retain Collings & Associates to evaluate the current fire alarm/sensor system in the new Government Center and prepare bid documents to upgrade or replace the system and instruct the Chairperson to sign the contract.

DISCUSSION

On April 13, 2005, the County of San Luis Obispo was granted final occupancy from the City of San Luis Obispo Fire Marshall for the new Government Center. Since that time, the City of San Luis Obispo Fire Department has responded to 60 false fire alarms due mainly to improper location and hyper-sensitivity of sensors. Some of the false alarms occurred during normal County business hours and others before or after County business hours. At a minimum, it costs the County an estimated \$12,600 per hour, in lost productive staff time, to evacuate all County staff in the facility during normal County business hours. Since April 13, 2005, there have been 13 false alarms during normal County business hours. It is estimated that each of the 13 false alarms cost the County a minimum of one hour per alarm in lost, productive County staff time or approximately \$163,800, if the facility is full occupied by County staff.

In March 2009 your Board authorized County Counsel to file a lawsuit in Superior Court to address numerous construction defects in the new Government Center. One of the primary issues in the lawsuit is the frequent false fire alarms in the facility. The lawsuit is currently going through the required mediation process with the various defendants. Throughout the litigation process, the County's legal team has made an aggressive effort to resolve with the defendants the fire alarm issue, with no success to date. County staff has become increasingly conditioned and complacent about the chronic false fire alarms and costs to the County continue to be incurred with each false alarm. In addition, the City Fire Department is frequently dispatched to respond to the false fire alarms when their resources should remain available for real fire emergencies.

It is requested that your Board approve and fund the project to upgrade or replace the new Government Center Fire Alarm System in the amount of \$513,600 from the General Government Building Replacement Fund. Additionally, your Board is requested to approve a sole source, consultant services contract not to exceed \$45,000, to Collings & Associates to design and prepare contract documents to upgrade or replace the current fire alarm system in the facility. The estimate for project funding includes certified fire protection engineer consultant design services, fire alarm system upgrade or replacement, alarm system inspection, alarm system testing, commissioning, acceptance by the City of San Luis Obispo Fire Marshall, and project administration by County staff. The new or repaired fire alarm system is proposed to be installed in several sub-phases on a department by department basis. No County department would be required to close

during the installation of the new fire alarm system. The proposed work schedule is from 12:00 PM Friday through 7:00 AM Monday, every week for approximately 4 months.

Collings and Associates is a certified fire protection engineering firm with the professional skills and technical expertise required by the County. They have previously designed several reliable and certified fire alarm systems for various County facilities. In order to expedite the repair, upgrade, or replacement of the new Government Center's existing substandard fire alarm system, General Services recommends sole sourcing this work to Collings & Associates, instead of utilizing the Request For Proposal (RFP) process.

General Services requests your Board waive the County policy "Selection Procedure for Professional Services for Fees Over \$25,000" to allow this sole source, so the consultant can proceed without delay. By awarding a sole source contract to Collings and Associates, a significant amount of time and process is saved by the County that will result in the expedited installation of an upgraded or new fire alarm system. After evaluation of the current fire alarm system and preparation of required bid documents is completed, the documents will be processed for open, competitive bid. Collings & Associates is familiar with work at the County and has responded on other projects in a timely and responsible manner.

OTHER AGENCY INVOLVEMENT/IMPACT

This contract has been reviewed by County Counsel as to form and legal effect. The County Administrative Office supports this request.

FINANCIAL CONSIDERATIONS

The request for impact project, General Government-SLO-Upgrade Or Replace New Government Center Fire Alarm System, (#320048) shall be funded by General Government Building Replacement Fund No. 1202500000 in the amount of \$513,600.

RESULTS

The installation and completion of a new or upgraded fire alarm system will result in a County approved, code-compliant, tested and commissioned system. This will eliminate chronic, false fire alarms at the new Government Center. The new or upgraded system will be designed and installed to allow for reasonable direct access to all fire sensors in the facility and allow the County to comply with required annual testing and recommended preventive maintenance. The proposed system will significantly reduce County staff time costs for those who are required to respond to all fire alarms and/or evacuate the new Government Center, since chronic false alarms will be eliminated. In addition, the new system will eliminate the need for the City of San Luis Obispo Fire Department to dispatch personnel and equipment to the new Government Center for false fire alarms.

ATTACHMENTS

1. Collings & Associates Contract
2. Vicinity Map