

Date: 2018 May 7th
Report to: Travis Rob, Manager of Operations and Facilities
From: Crystal Tan, Asset Management Plan Coordinator
Subject: R.F.P 18-OF-05, Fire Protection & Prevention Services

The R.F.P for the provision of Fire Protection & Prevention Services to town owned buildings was posted on April 6th, 2018. This service would include for: the monitoring of fire alarms, annual testing and inspection of fire alarms, inspection and maintenances as required for fire extinguishers, inspection and testing of emergency lights and exit signage, bi-annual inspections of kitchen fume hoods and fire suppression systems, and annual inspection of sprinkler systems.

To that end an R.F.P was issued with a view to consolidate all these functions into a three-year agreement will be effective May 15th, 2018. Sunset Protection Systems, Fort Frances responded and submitted a fully completed proposal on May 1st, 2018. Sunset Protection Systems employs fully qualified and Canadian Fire Alarm Association certified employees which include the principle of the company. Due to the nature of the service provided, the R.F.P was structured to allow for a combination of fixed annual pricing and fixed per unit basis pricing. Fixed annual pricing was sought for the monitoring and testing of fire alarms, kitchen equipment and sprinkler systems. Unit pricing was sought for maintenance and testing of emergency lights, exit signages and fire extinguishers. In addition, the RFP sought a fixed hourly labour fee for emergency and non-emergency call out services. The received pricing from Sunset Protection Systems is listed below:

Fire Alarm Monitoring

- 24/7 Annual Fire Alarm Monitoring Fee (Per Building): \$216.00

Fire Alarm Annual Inspection & Testing

- Town of Fort Frances Civic Administration Building (Civic Centre): \$389.00
- Memorial Sports Centre: \$589.00
- Fort Frances Children's Complex: \$229.00
- Operations & Facilities Public Works Building: \$249.00
- Fort Frances Water Treatment Plant: \$289.00
- Fort Frances Library Technology Centre: \$289.00
- Fort Frances Museum: \$239.00

Bi-Annual Kitchen Suppression System Inspection (Per Inspection)

- Children's Complex: \$115.00
- Memorial Sports Centre Auditorium: \$115.00
- Memorial Sports Centre Snack Bar/Canteen: \$115.00
- Sister Kennedy Seniors Centre: \$115.00

- Sunny Cove Camp, Russell Hall: \$115.00

Annual Sprinkler System Inspection(In Partnership with Vipond)

- Memorial Sport Centre: \$1254.00

Unit price for annual inspection of Emergency Lights, Exit Signages and Fire Extinguishers per device

- Unit pricing for Emergency Lights inspection per device: \$4.00
- Unit pricing for Exit Signages inspection per device: \$4.00
- Unit pricing for Fire Extinguishers per device: \$5.00

Unit price for six-year maintenance of common fire extinguishers per device

- 5lb ABC Dry Chemical Fire Extinguisher: \$ 18.95
- 10lb ABC Dry Chemical Fire Extinguisher: \$28.95

Unit price for twelve-year hydrostatic testing of common fire extinguishers per device

- 5lb ABC Dry Chemical Fire Extinguisher: \$15.95 + Recharge \$15.95
- 10lb ABC Dry Chemical Fire Extinguisher: \$15.95+ Recharge \$25.95

Hourly rate for Non-Emergency Service: \$70.00

Hourly rate for Emergency Service: \$70.00

All dollar values shown above are subject to the addition of HST.

All service, inspections tests or repairs completed by Sunset Protection Systems are provided with detailed reports as required by NFPA and the Authority Having Jurisdiction.

It is the recommendation of this office that in keeping with the preferences stated in the Town of Fort Frances Procurement Policy the contract be award to Sunset Protection Systems of Fort Frances.

Respectfully Submitted

Crystal Tan

Asset Management Plan Coordinator