

SUBJECT: Award of bid number 25-166B to Fierce Fire Protection Services for the contract amount of \$227,902.00 to Provide Fire Alarm Security System, CO Device & Water Tank Systems and Monitoring.

AGENDA OF: June 17, 2025

ASSEMBLY ACTION:

Approved under the consent agenda 06/17/25 - EMW

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Officer	<div>5/30/2025</div> <div>X Rustin Krafft</div> <div>Signed by: Rustin Krafft</div>
Public Works Director	<div>Expired Certificate</div> <div>X Tom Adams, P.E.</div> <div>Signed by: Tom Adams</div>
Finance Director	<div>Expired Certificate</div> <div>X Cheyenne Heindel</div> <div>Signed by: Cheyenne Heindel</div>
Borough Attorney	<div>6/3/2025</div> <div>X Nicholas Spiropoulos</div> <div>Signed by: Nicholas Spiropoulos</div>
Borough Manager	<div>Expired Certificate</div> <div>X Michael Brown</div> <div>Signed by: Mike Brown</div>
Borough Clerk	<div>6/6/2025</div> <div>X Lonnie McKechnie</div> <div>Signed by: Lonnie McKechnie</div>

ATTACHMENT (S) : Scope of Work (18p)

SUMMARY STATEMENT: On April 23, 2025, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to provide complete services, a single point of contact, and serve as the single informed authority responsible for protecting the borough in matters dealing with fire protection devices and security where they are administered by the borough Operations and Maintenance Division. Services purchased will support the Public Works Department in multiple assembly districts.

In response to the advertisement, two bids were received. Award recommendation is being made to Fierce Fire Protection Services as the lowest responsive and responsible bidder based on \$227,902.00.

The term length for this agreement is for one year with four additional one-year renewals (potentially five-year contract), subject to annual appropriation of funds by the Borough Assembly.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 90 days for unforeseen circumstances.

The Public Works Department, Operations & Maintenance Division will be administering the contract.


RECOMMENDATION OF ADMINISTRATION: Approve the subject action memorandum.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: June 17, 2025

SUBJECT: Award of bid number 25-166B to Fierce Fire Protection Services for the contract amount of \$227,902.00 to Provide Fire Alarm Security System, CO Device & Water Tank Systems and Monitoring.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$227,902.00	FUNDING SOURCE FY26 Operating Budgets
FROM ACCOUNT # 100/200/247/250/251/254/259/293/510/520.xxx.xxx 4xx.xxx	PROJECT
TO ACCOUNT:	PROJECT #
VERIFIED BY:  Recoverable Signature X Liesel Zanto Signed by: Liesel W alland	CERTIFIED BY:
DATE:	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Personnel Services						
Travel						
Contractual		*				
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING		*				

CAPITAL						
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund		*				
State/Federal Funds						
Other		*				
TOTAL		*				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) *Amounts depend on how actual services are charged to each fund.

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____



Recoverable Signature

X

Cheyenne Heindel

APPROVED BY: _____ DATE: _____

Signed by: Cheyenne Heindel

TECHNICAL SPECIFICATIONS

1. Service Automatic Sprinkler Equipment
2. Service FM-200 Fire Suppression System
3. Service Fire Alarm Systems
4. Service Security Systems
5. Alarm Signal Monitoring
6. Kitchen Hood Suppression System
7. Fire Suppression Water Storage Tank
8. CO Monitoring Devices
9. Fire Drop Door
10. Materials and Labor for Repair and Replacement
11. Travel

1. Service Automatic Sprinkler Equipment

1.1 General

Test, inspect, maintain, repair, and certify fire sprinkler systems located in the Matanuska-Susitna Borough. Provide any and all code-mandated training.

See Appendix "A" for a list of Automatic Sprinkler System Equipment covered by these specifications.

The Contractor must have experience in the installation, repair and maintenance of dry and wet fire sprinkler systems. The Contractor's on-site person in charge of the work shall be NICET certified in Automatic Sprinkler Systems at Level II or higher.

1.2 Materials

Work under this section does not include furnishing any materials except for anything needed for routine testing and servicing.

1.3 Scope of Services

Work shall be in accordance with the requirements set forth in the latest revision of NFPA 25 (1995 edition), the UFC Standards including but not limited to Section 1003, and as directed by the Project Manager.

Sprinkler systems shall be tested in accordance with the written Maintenance Test Procedure (MTP) prepared by the Contractor. The MTP shall describe any needed testing in sufficient detail to demonstrate to the Project Manager that the systems have been properly tested. The contractor must notify the Project Manager prior to any testing.

Inspections, maintenance, testing, and training shall be conducted at frequencies not less than those stipulated in NFPA 25.

In addition to or in compliance with NFPA 25 and the UFC, the contractor at minimum shall address the following during inspection:

1. Work shall be coordinated with Project Manager or his designee. Contractor shall notify building occupants that a test is to be conducted if the occupants will be affected by the testing. Notify the same occupants when the tests have been completed. Working times may be restricted due to facility activities. No additional payment will be made if rescheduling is required.
2. Verify that the Fire Department connection is visible, accessible and in good condition. Thread protectors shall be in place and threads in usable condition. Check valves shall not leak. The ball drop and drain shall be free of corrosion. Clapper valves shall be operational and unobstructed with valve covers on.
3. Verify that monitoring and alarm equipment is installed and functional and in full compliance with UFC Section 1003.3.
4. Test and verify that each releasing system has been tested in accordance with NFPA 7-1.5. Discharge testing is not required. In the event that a discharge occurs during testing, Contractor will be held responsible for all damages. All system valves shall be locked open with non-tempered chain and locks. The Borough will provide locks. All electronic valve tamper devices shall be checked and reset.
5. System gauges shall be inspected to ensure normal operating pressure is being maintained. Water shall be flowed through the inspector's test valve for a minimum of one minute unless otherwise

directed by the Project Manager and all bells and warning devices shall be checked for proper operations. Accelerators shall be checked for proper operation.

The Contractor shall submit two copies of each completed inspection report to the Project Manager.

Update the Fire and Security Systems Manual whenever any work performed by the Contractor causes changes to the systems or their operation. Updates shall be of the same extent, nature, and quality as the original work.

1.4 Measurement

Except as otherwise specifically stated, measurement for ***Service Automatic Sprinkler Equipment*** will be per lump sum for all work per each year building site. Work paid under this section shall include administration, travel, testing, inspection, and certification. Maintenance work under this contract shall include but is not limited to all labor and materials and will be billed per the line item. Preventive maintenance and corrective maintenance as defined within NFPA 25, Sections 1-11.2 and 1-11.3. Maintenance work under this contract shall not include emergency maintenance as defined within NFPA 25, Sections 1-11.4. Price shall include all materials used as an integral part of the inspection and testing such as smoke, fire sources, and similar. Materials for repair work that qualifies for payment under Section 6 will be paid for separately under Section 6.

1.5 Basis of Payment

Payment for work described within this Section will be made under pay item:

1.1 Service automatic sprinkler equipment per annual fixed fee

2. Service FM- 200 Fire Suppression System

2.1 General

Test, inspect, maintain, repair, and certify Three FM- 200 fire suppression systems located in the Matanuska-Susitna Borough Administration Building new computer room and UPS room on an ongoing routine basis. Work shall be in accordance with the requirements set forth in the latest revision of NFPA 12A. Where NFPA 12A cites both US and Canadian standards, the US standards shall prevail. Note that compliance with NFPA 12A also requires training. Contractor shall provide all necessary training on behalf of the borough.

2.2 Materials

The Contractor must have experience in the installation, repair and maintenance of FM- 200 systems. The Contractor's on-site person in charge of the work shall be NICET certified in FM- 200 systems at Level II or higher.

2.3 Scope of Services

FM- 200 systems shall be tested in accordance with a written Maintenance Test Procedure (MTP) prepared by the Contractor and submitted to the Project Manager for approval two weeks or more prior to the work being done. As a minimum, the MTP shall provide a detailed method of testing that will generate a written inspection report that will demonstrate to the Project Manager that the systems properly function.

In addition to the requirements of NFPA 12A, the contractor at minimum shall address the following during inspection:

1. Work shall be coordinated with Project Manager or his designee. Contractor shall notify building occupants that a test is to be conducted if the occupants will be affected by the testing. Notify the same occupants

when the tests have been completed. Working times may be restricted due to facility activities. No additional payment will be made if rescheduling is required.

2. FM- 200 shall not be discharged during testing. It shall be the Contractor's responsibility to refill, at no cost to the Borough, any FM- 200 storage unit that is accidentally discharged as a result of the Contractor's actions.

Inspections, maintenance, testing, and training shall be conducted at frequencies not less than those stipulated in NFPA 12A, Chapter 4.

Contractor's responsibility shall include training as stipulated in NFPA 12A, Chapter 4, Article 4-6. Contractor's responsibility shall not include training as stipulated in NFPA 12A, Chapter 4, Article 4-6.1.

The Contractor shall submit two copies of each completed inspection report to the Project Manager.

All work, including repairs, will whenever possible be scheduled during normal working hours, Monday through Friday, 8:00 AM to 5:00 PM. However, the Contractor shall respond to emergency call-outs within two hours of verbal notification from the Project Manager or his designee. Emergency call-outs will be paid separately and in addition to the basic annual fee.

Update the Fire and Security Systems Manual whenever any work performed by the Contractor causes changes to the systems or their operation. Updates shall be of the same extent, nature, and quality as the original work.

2.4 Measurement

Except as noted in the previous paragraph, measurement for *Service FM- 200 Fire Suppression Systems* will be per lump sum for all work per each year. Work paid under this section shall include all labor, administration, travel, testing, inspection, training, and certification. Price shall include all materials used as an integral part of the inspection and testing such as smoke, fire sources, and similar. Repair work that qualifies for payment under Section 5 will be paid for separately under Section 5.

2.5 Basis of Payment

Payment for work described within this Section will be made under pay item:

2.1 Service FM- 200 Fire suppression system per annual fixed fee

3. Service Fire Alarm Systems

3.1 General

Inspect, service, and test all fire alarm systems in accordance with the requirements herein. Facilities, systems and panels are listed and described in Appendix "A". The Borough reserves the right to add or delete facilities. Any addition or deletion will be only by written Change Order.

Reference: NFPA 72, paragraph 7-1.2: The Contractor is herein designated to act as the "Owner's designated representative" for the inspection, testing, and maintenance of all fire alarm components covered under this Agreement. By performing the work herein, the Contractor is acknowledging that he accepts that responsibility.

See Appendix "A" for a list of Fire Alarm Systems covered by these specifications.

Inspection, testing and maintenance on fire alarm systems shall comply with NFPA 72, Chapter 7.

Certification reports for fire alarm systems shall advise the Borough of any and all conditions that may be out of compliance with UFC Section 1007,

Certification reports for fire alarm systems shall advise the Borough of any and all conditions that may be out of compliance with NFPA 72.

3.2 Materials

Materials supplied for this work shall be incidental to the work except as otherwise noted herein.

3.3 Scope of Services

Comply with NFPA 72 and UFC.

Within 30 days following the Notice to Proceed, submit to the Project Manager blank copies of checklists, forms, and certification documents that will be provided during the course of this contract. Do not commence work until the Borough approves the forms to be used.

Forms are not intended to cause the Contractor to deviate from NFPA 72 or manufacturer's recommendations. In the event of conflict, manufacturer's recommendations prevail over the forms herein, and NFPA 72 prevails over all else.

Coordinate work with building occupants. Working times may vary due to facility activities. No additional payment will be made if unusual working times are required.

Inspect, service, and test all active Borough fire alarm system components.

Where an installed component is found to be faulty or deficient, follow the terms and conditions of Section 6, "Materials and Labor for Repair and Replacement."

Update the Fire and Security Systems Manual whenever any work performed by the Contractor causes changes to the systems or their operation. Updates shall be of the same extent, nature, and quality as the original work. No separate payment will be made for updating the Manual. All updating will be considered incidental to the Contract.

Submit one copy of each completed document, including forms, checklists, and certification letters to the Project Manager. Payment will not be processed until documentation is received.

3.4 Measurement

Measurement for ***Service Fire Alarm System*** will be per annual fixed fee for all types of work required to service the building fire system components, including but not limited to control panels, alarms, smoke detectors, heat detectors, pull boxes, and keypads. Work shall include all labor, administration, travel, testing, inspection, and certification. Travel mileage will not be paid under this item. Bid price shall include all materials used as an integral part of the inspection and testing such as smoke generators, fire sources, and similar. Repair work that qualifies for payment under Section 6 will be paid for separately under Section 6.

3.5 Basis of Payment

Payment for work described within this Section will be made under pay items:

3.1 Service fire alarm system per annual fixed fee

4. Service Security Systems

4.1 General

Inspect and test all security systems in accordance with the requirements herein. Facilities, systems, and panels are listed and described in Appendix "A". The Borough reserves the right to add or delete facilities. Any addition or deletion will be only by written Change Order.

See Appendix "A" for a list of Security Systems covered by these specifications.

Building Certification reports for security systems shall advise the Borough of any and all conditions that may be out of compliance with these specifications.

4.2 Materials

Materials supplied for this work shall be incidental to the work except as otherwise noted herein.

4.3 Scope of Services

Comply with manufacturer's recommendations.

Within 30 days following the Notice to Proceed, submit to the Project Manager blank copies of checklists, forms, and certification documents that will be provided during the course of this contract. Do not commence work until the Borough approves the forms to be used.

Forms are not intended to cause the Contractor to deviate from manufacturer's recommendations. In the event of conflict, manufacturer's recommendations prevail over the forms herein.

Coordinate work with building occupants. Working times may vary due to facility activities. No additional payment will be made if unusual working times are required.

Inspect, service, and test all active Borough security system components.

Where an installed component is found to be faulty or deficient, follow the terms and conditions of Section 6, "Materials and Labor for Repair and Replacement."

Update the Fire and Security Systems Manual whenever any work performed by the Contractor causes changes to the systems or their operation. Updates shall be of the same extent, nature, and quality as the original work. No separate payment will be made for updating the Manual. All updating will be considered incidental to the Contract.

Submit one copy of each completed document, including forms, checklists, and certification letters to the Project Manager. Payment will not be processed until documentation is received.

4.4 Measurement

Measurement for *Service Security System* will be per annual fixed fee for all types of work required to service the building alarm system components, including but not limited to control panels, cameras, alarms, activating devices, and keypads. Work shall include all labor, administration, travel, testing, inspection, and certification. Bid price shall include all materials used as an integral part of the inspection. Repair work that qualifies for payment under Section 6 will be paid for separately under Section 6.

4.5 Basis of Payment

Payment for work described within this Section will be made under pay items:

4.1 Service security system per annual fixed fee

5. Alarm Signal Monitoring

5.1 General

See Appendix "A" for a list of Alarm Signal Monitoring facilities and locations which shall be monitored at a central station 24 hours per day, every day.

5.2 Materials

Furnish and supply at no additional cost any and all materials required to comply with these specifications.

5.3 Execution

Monitoring shall be provided at a single station. If monitoring is subcontracted it shall fall under Subcontracting SP8.

Maintain dedicated phone service to receive the alarm calls twenty-four hours a day. The monitoring station shall maintain and follow a procedure list for each alarm signal. The Contract Manager will establish the procedure list. It will be transmitted in writing to the Contractor. It will be periodically updated in writing. No changes may be made to the procedure list except those transmitted to the Contractor in writing by the Contract Manager.

In all alarms, the first call of the monitoring agency shall be to Palmer 911 unless otherwise specifically directed on the procedure list not to call 911. The call shall be placed no longer than 5 seconds after the alarm circuit is activated.

After that first call, the monitoring agency shall follow the call sequence on the written procedure list. Up to five additional calls may be required for each alarm condition. All calls shall be placed immediately upon receiving the alarm.

Failure to follow the procedure list may be considered cause for contract termination.

5.4 Measurement

Measurement for *One-Year Alarm Signal Monitoring* will be per annual fixed fee for all monitoring required to service all Borough fire and security systems addressed in this Contract.

5.5 Basis of Payment

Payment for work described within this Section will be made under pay item:

5.1 One year alarm signal monitoring per annual fixed fee

6. Kitchen Hood Fire System

6.1 General

Inspect and clean kitchen hoods twice a year and tag as per code. Inspect hood fire suppression system as per

code and tag. Keep records of pressure vessel inspections and replace or recharge as needed. If deficiencies are found, Vendor should try to correct during inspection visit at regular hourly rate. If correction is not possible on inspection trip, Vendor will provide a proposal for a return trip to complete necessary work. Work shall be in accordance with requirements set forth in the latest revision NFPA where FDPA cites both us and Canadian standards. The US shall prevail. Contractor shall provide all necessary training on behalf of the Borough.

See Appendix "A" for a list of Kitchen Hood Fire Systems covered by these specifications.

6.2 Materials

The contractor must have experience in the installation. Repair and maintenance of kitchen hood fire suppression system. The contractor's on site person in charge of the work shall be NICET certified in Kitchen Hood Systems at Level II or higher.

6.3 Scope of Services

Kitchen Hood Systems shall be tested in accordance with a written maintenance test procedure prepared by contractor and submitted to the project manager for approval two weeks or more prior to the work being done. Work shall be coordinated with the project manager or his designee. Contractor shall notify building occupants that a test is to be conducted and notify occupants when test are completed. Working time may be restricted due to facility activities, no additional payment will be made if rescheduling is required.

Kitchen hood system shall not be discharge during testing. It shall be the contractor's responsibility to refill, at no cost to the Borough any kitchen hood system that are accidentally discharged as a result of the contractor's actions. Contractor shall submit two copies of each completed inspection report to the project manager. All work is to be done during normal working hours Monday through Friday 8:00am to 5:00pm.

6.4 Measurement

Measurement for service kitchen hood fire suppression systems will be per lump for all work per each year. Work paid under this section shall include all labor, administration, travel, testing, inspection, training, and certification. Price shall include all materials used as integral part of the inspection and testing. Repair work that qualifies for payment under section 5.

6.5 Basis of Payment

Payment for work described within this Section will be made under pay items:

6.1 Service Kitchen Hood Fire Suppression System per annual fixed fee

7. Fire Suppression Water Storage Tanks

7.1 General

Inspect, service, and certify the interior of fire suppression water storage tanks in accordance with NFPA 25, Chapter 9, section 9.2.5.1 requirements. The facilities with storage tanks are listed in the chart below. Any addition or deletion of these tanks will be done by Change Order.

Certification reports of the applicable water storage tanks shall advise the Borough of any and all conditions that show compliance or out of compliance with NFPA 25.

See Appendix "A" for Fire Suppression Water Storage Tanks covered by these specifications.

7.2 Materials

Materials required to complete the inspection and certification of these tanks will be provided by the Contractor in their bid price per unit. Any additional material requirements not related to inspection, service, and certification will be outside the scope of this contract.

7.3 Scope of Services

Comply with NFPA Chapter 25, section 9 for inspection of interior or water tanks.

After award of contract, within 30 days following Notice to Proceed, the Contractor shall submit to the Project Manager all forms or checklists that will be used during the execution of the contract. Work is not authorized to commence until forms and checklists are approved. Forms will not allow deviations from inspection requirements of NFPA Chapter 25.

Work must be coordinated for these inspections. The Contractor will give 7 days' notice prior to inspection schedule so that the tank may be scheduled down. The Contractor will have no more than 24 hours from the time scheduled to complete the inspection and certification. The Contractor will notify the Borough immediately if out-of-compliance issues are revealed during the inspection.

Repair and replacement, should needed, will follow the terms and conditions of Section 6.

Once work is complete, submit one copy of each completed document, including forms, checklists, and certification letter to the Project Manager. Payment will not be processed until all documentation is received.

7.4 Measurement

Measurement for water tank inspection will be per annual fixed fee for all work described herein when the action is completed. Work includes all labor, administration, travel, inspection, and certification requirements. Travel is not paid separate and shall be included in the bid price for each unit. Repair work, if required, is paid under Section 6.

7.5 Basis of Payment

Payment for work described in this Section will be made under pay items:

7.1 Inspect water storage tank per annual fixed fee.

8. CO Monitoring Devices

8.1 General

Inspect, service, calibrate, and certify the carbon monoxide (CO) monitors that control exhaust fans fresh air intake louvers, and alarms, in accordance with NFPA 720 Chapter 8, section 8.1 inspection testing and maintenance.

See Appendix "A" for a list of CO Monitoring Devices covered by these specifications.

8.2 Materials

Materials required to complete the inspection and certification of devices will be provided by the Contractor in their bid price per facility. Any additional material requirements not related to inspection, service, and certification will be outside the scope of this contract.

8.3 Scope of Services

Comply with NFPA 720 Chapter 8, section 8 for inspection, testing, and maintenance.

After the award of the contract, within 30 days following the Notice to Proceed, the Contractor shall submit to the Project Manager all forms or checklists that will be used during the execution of the contract. Work is not authorized to commence until forms and checklists are approved. Forms will not allow deviations from the inspection requirements of NFPA 720.

Work must be coordinated for these inspections. The Contractor will notify the Borough immediately if out-of-compliance issues are revealed during the inspection.

Repair and replacement should be needed, will follow the terms and conditions of Section 6.

Once work is complete, submit one copy of each completed document, including forms, checklists, and certification letter to the Project Manager. Payment will not be processed until all documentation is received.

8.4 Measurement

Measurement for CO testing, inspection, repair, and certification will be per annual fixed fee for all work described herein when the action is completed. Work includes all labor, administration, travel, inspection, and certification requirements. Travel is not paid separately and shall be included in the bid price for each unit. Repair work, if required, is paid under Section 6.

8.5 Basis of Payment

Payment for work described in this Section will be made under pay items:

8.1 Inspect and service CO Monitoring devices per annual fixed fee.

9. Fire Drop Doors

9.1 General

Inspect, service, calibrate, and certify fire drop doors, in accordance with NFPA 80 Chapter 5, section 5.1 inspection testing and maintenance.

See Appendix "A" for a list of Fire Drop Doors covered by these specifications.

9.2 Materials

Materials required to complete the inspection and certification of devices will be provided by the Contractor in their bid price per facility. Any additional material requirements not related to inspection, service, and certification will be outside the scope of this contract.

9.3 Scope of Services

Comply with NFPA 80 Chapter 5, section 5.1 for inspection, testing, and maintenance

After the award of the contract, within 30 days following the Notice to Proceed, the Contractor shall submit to the Project Manager all forms or checklists that will be used during the execution of the contract. Work is not authorized to commence until forms and checklists are approved. Forms will not allow deviations from the inspection requirements of NFPA 80.

Work must be coordinated for these inspections. The Contractor will notify the Borough immediately if out-of-compliance issues are revealed during the inspection.

Repair and replacement should be needed, will follow the terms and conditions of Section 6.

Once work is complete, submit one copy of each completed document, including forms, checklists, and certification letter to the Project Manager. Payment will not be processed until all documentation is received.

9.4 Measurement

Measurement for fire drop door testing, inspection, repair, and certification will be per annual fixed fee for all work described herein when the action is completed. Work includes all labor, administration, travel, inspection, and certification requirements. Travel is not paid separately and shall be included in the bid price for each unit. Repair work, if required, is paid under Section 6.

9.5 Basis of Payment

Payment for work described in this Section will be made under pay items

9.1 Inspect and service Fire Drop Doors per annual fixed fee

10. Materials and Labor for Repair and Replacement

10.1 General

This section applies only to labor and materials required for minor repairs and replacements of Borough fire alarm and security systems when components have failed or for some other reason need to be replaced. This section does not apply to routine inspection, testing, and certification.

10.2 Materials

Supply all materials needed for completion of the work. Small items such as wire nuts, screws, and tape with an individual retail value of less than one dollar shall be considered incidental to the work and will not be reimbursed. Reimbursable items shall be billed separately.

All materials supplied for this work shall be equal to or better than existing and shall be compatible with the intended installation. New materials shall be UL approved and shall meet all applicable NFPA code requirements.

No proprietary materials or equipment will be accepted.

10.3 Scope of Services

Perform all labor and install all materials per applicable NFPA codes, the National Electrical Code, and per manufacturer's recommendations. In the event of conflict:

- NEC shall prevail over manufacturer's recommendations

- NFPA shall prevail over all else.

When any component of a fire alarm or security system fails to test satisfactorily or fails to function as intended, it shall be deemed "failed."

When a part fails and when replacement of that part, including labor, is less than the balance remaining in the "Contingent Sum" figure under "Maintenance Materials" on the applicable Bid Schedule, replace the failed part.

When a part fails and when replacement of that part, including labor, is more than the balance remaining in the "Contingent Sum" pay item, contact the Project Manager for written authorization prior to proceeding.

When a part functions but should in the opinion of the Contractor be upgraded, submit a written request to the Project Manager for authorization prior to proceeding. Do not upgrade the part unless and until authorized in writing.

10.4 Measurement

Measurement and payment for ***Materials and Labor for Repair and Replacement*** shall be per Standard General Provisions Article 7.3, Payment for Time and Material, except that labor will only be paid for time actually at the work site. Labor costs incurred during travel will be paid separately under Section 8 of these technical specifications.

Payment requests for material items exceeding \$100 must be accompanied with material supplier invoices.

No payment will be authorized unless and until materials are actually furnished and supplied. Notwithstanding any other directions in these specifications, no repair work is authorized in excess of the amounts listed on the Bid Proposal of the signed Contract without a written Change Order processed in advance of the work being done.

10.5 Basis of Payment

Payment for work described within this Section will be made under pay items:

10.1 Maintenance labor per hour

10.2 Maintenance materials per contingent sum

11. Travel

11.1 General

Travel will be reimbursed as stated in the Special Provisions (***SP 15 Payment Conditions***) and as further specified herein. Travel will not be paid for routine services that are bid on an annual fixed fee basis.

11.2 Scope

The following travel reimbursement policy will apply. No travel pay for vehicle or labor will be allowed for work within 10 miles of the city limits of Wasilla or Palmer. Travel beyond the City boundaries will be reimbursed at the rate bid for the mileages tabulated in Appendix "A".

11.3 Execution

N/A

11.4 Measurement

Travel Reimbursement shall constitute full compensation for all labor, vehicle and fuel. Travel will be measured per vehicle mile, not per person mile.

11.5 Basis of Payment

Payment for work described within this Section will be made under pay items:

11.1 Travel reimbursement per mile

SPECIAL PROVISIONS

SP 1	Overall Scope
SP 2	Contractor Qualifications
SP 3	Existing Conditions
SP 4	Existing Fire and Security Contracts
SP 5	Contract Administration
SP 6	Work Performed by the Borough
SP 7	Work Performed by Others
SP 8	Subcontracting
SP 9	Coordinating Trades
SP 10	Fire Marshall Approvals
SP 11	Time for Completion of the Work / Completion Date
SP 12	Performance Period Extensions
SP 13	Certification
SP 14	Ownership of New Work
SP 15	Payment Conditions
SP 16	Annual Adjustment for Cost of Living

SP 1 Overall Scope

Provide complete services, a single point of contact, and serve as the single informed authority responsible for protecting the borough in matters dealing with fire protection devices and security where they are administered by the borough Operations and Maintenance Division. Authority and responsibility does not extend into matters dealing with emergency response equipment and personnel such as is handled by the borough Department of Public Safety. Fire protection device systems include smoke detectors, heat detectors, annunciators, control panels, sprinkler systems, FM- 200 systems, backup batteries, and similar components. Fire protection device systems as defined herein do not include hydrants, generators, fire pumps, or rolling stock.

The Mat-Su Borough Operations and Maintenance staff does not have fire protection specialty training and is not certified to the levels required by National Fire Protection Association (NFPA) for properly maintaining Borough facilities. Contractor shall be responsible for performing work specified herein and for advising the Borough of any and all code matters and any and all other safety issues relating to fire protection and security.

The work is further subdivided to include automatic sprinkler equipment, FM- 200 systems, fire protection systems, and security systems. The schedule requires that the Contractor provide monitoring services.

Supply all supervision, labor, tools and equipment needed to perform all work. All work shall be in accordance with the requirements set forth in NFPA 12A, 13, 25, and 72, other appropriate NFPA Standards, the UFC Standards, and the Mat-Su Borough Department of Public Safety. Inspection and certification shall include fire doors.

All buildings are located in the Mat-Su Borough.

SP 2 Contractor Qualifications

The contracting company must have not less than five (5) years documented experience in the installation, repair and maintenance of fire and security systems. Additional specific necessary qualifications are included throughout the Special Provisions.

Experienced and qualified technicians shall conduct all testing and inspections.

Contractor's key personnel shall be NICET Certified in Fire Alarm Systems or Special Hazard Systems at the appropriate level. Persons in charge of design work shall be certified at Level III or higher. Persons in charge of construction work shall be certified at Level II or higher. Maintenance technicians shall possess individual certifications and individual factory training appropriate to the tasks at hand, including but not limited to NICET Level I. Uncertified helpers and/or apprentice personnel may be used only in the physical presence of the trained technicians when working on fire systems components.

Contractors shall have all necessary licenses required to perform the work.

SP 3 Existing Conditions

Documentation of existing conditions and systems are summarized in the Appendix A.

SP 4 Existing Fire and Security Contracts

There are several various Fire, CO monitoring devices, and Security Systems in use throughout the Borough. Systems are currently monitored by **Emergency 24**.

The Borough is not aware of any significant problems with any of the alarm or security systems.

A major objective of this Contract is to consolidate all Fire, CO monitoring devices, and Security Systems together

under a single agreement. The successful bidder shall propose a single source plan for monitoring of all security and fire alarms and present it to the Borough for approval. All monitoring services will be invoiced by the successful bidder.

SP 5 Contract Administration

The Project Manager for the Borough will be the Operations and Maintenance Division Manager or any designee appointed in writing by the Operations and Maintenance Division Manager. When a designee is appointed in writing, the Contractor may rely on any written instructions of that designee to the limits of authority stated in the appointment letter.

Contractor shall provide a single point of contact to be designated as the Contractor's Representative. The Contractor's Representative shall be familiar with the day-to-day status of all work and shall have the authority to bind the Contractor in contractual matters.

The Contractor shall provide and maintain phone service that is monitored twenty-four hours a day for the purpose of responding to emergencies. Personal cell phones, if worn on a continuous basis, are acceptable in satisfying this requirement. The appropriate phone number(s) shall be supplied to the Project Manager prior to the Notice to Proceed.

SP 6 Work Performed by the Borough

There are some minor and routine fire systems observations required to be performed on monthly and weekly cycles under NFPA 25, 72, 80, and 720. Contractor is fully and completely responsible for performing all of those observations unless and until arrangements are made to have the work performed by borough staff.

Borough Maintenance staff will perform those routine observations under the direction of the Contractor if that work can be performed without NFPA certified staff and if that work can be done with ordinary building maintenance training and tools. One condition for having the borough perform this work is that the Contractor must first supply the appropriate preventive maintenance data to the Project Manager on forms supplied by the borough.

Contractor shall perform all work that requires specialized alarm and/or security system knowledge or training. Contractor shall perform all work that requires specialized tools.

Any work performed by the Borough staff will be documented on forms or check off lists designed by the Contractor. The Contractor shall be responsible for reviewing the work and notifying the Borough of any deficiencies in the Borough's work. Contractor will not be responsible for work that is not done by the borough if the borough has accepted responsibility for that work. Contractor will not be responsible for the consequences of the borough's failure to perform work that the borough has agreed to perform.

SP 7 Work Performed by Others

If Contractor is unable or refuses to perform any work required of the Contractor by these specifications to the satisfaction of the Borough, the Borough may contract any portion of the work to another qualified professional. Costs for work performed by others under this section will be withheld from payments to the Contractor.

SP 8 Subcontracting

No more than 49 percent of the total Contract amount may be subcontracted. The intent of this requirement is to ensure that the Contractor shall be a professional service agency that normally engages in this type of work.

Contractor is responsible for ensuring that any and all subcontractor(s) comply in full with all Contract provisions against any subcontractor. Contractor is responsible for providing to the Borough all subcontractor submittals

including but not limited to insurance and evidence of certifications.

The Borough's communication to any subcontractor shall be through the Contractor. In the event there are any problems with any work, the Contractor will be held responsible regardless of whether the problem is with Contractor's staff or equipment, or with Subcontractor's staff or equipment.

All subcontractor fees and all costs associated with subcontracting, including but not limited to any monthly alarm system monitoring fees, shall be borne by the Contractor.

No work associated with this agreement may be contracted out or performed outside of the United States.

SP 9 Coordinating Trades

Contractor shall ensure that all personnel working on any and all equipment are properly trained and certified to work on that equipment. Only persons trained to work on fire systems shall work on fire systems. Only persons trained to work on security systems shall work on security systems.

Some control panels contain multiple functions. For example, the panel at the Mat-Su Convention and Visitor's Bureau incorporates both fire and security functions. That panel shall be accessed only by (a) person(s) qualified to address both the fire and security functions.

SP 10 Fire Marshall Approvals

A significant portion of the work required herein will require coordination with and approval by the State Fire Marshall. Contractor shall maintain sufficient contact with the State Fire Marshall's office to ensure that all work performed under this Contract is full compliance with State Fire Marshall requirements. Contractor is fully responsible for preparing and providing any and all submittals required by the Fire Marshall. Plan review fees will be paid separately by the Borough directly to the Fire Marshall. With the exception of the plan review fees, all costs associated with obtaining Fire Marshall approval shall be borne by the Contractor. Those costs shall be incidental to this Contract and will not be paid separately.

SP 11 Time for Completion of the Work / Completion Date

All testing, inspection, and certification shall be conducted on a schedule that ensures all systems are properly functioning and in compliance with all applicable laws, regulations, codes, and manufacturer's recommendations. Contractor will not be held responsible for systems that are out of compliance at the start of this Contract provided that the Contractor is diligently working towards compliance and achieves compliance within the time limits herein specified.

SP 12 Performance Period Extensions

After the initial contract period the Contract may be extended for four (4) additional one-year periods subject to mutual agreement of both the Contractor and the Borough.

SP 13 Certification

For each building covered under this contract, prepare and submit to the Borough a document signed by the Contractor stating that the building has been inspected, tested, and certified to be in compliance with the requirements of (as applicable) NFPA 12A, 13, 25, 72 and these specifications. Include the date on which the building was certified. Submit certificates to the Borough each time the buildings are certified.

Contractor shall be responsible for ensuring that all systems are in compliance with these specifications at all times. If for any reason any system or any building is or becomes out of compliance with any regulations or any applicable codes or these specifications or manufacturer's recommendations, Contractor shall notify the

Project Manager immediately.

No separate payment will be made for preparing certification documents. Costs associated with work related to preparing certification documents will be considered incidental to other work.

SP 14 Ownership of New Work

Except as noted in the Technical Specifications, ownership of all new equipment installed on Borough property under this Contract will rest with the Borough. Do not provide leased equipment.

SP 15 Payment Conditions

Payment for work completed will be in accordance with established bid prices. The Borough reserves the right to add or delete work without affecting established bid prices.

Invoices shall be submitted at no greater frequency than once a month. Lump sum items shall be billed based on work completed. Within the monthly submittal, provide a detailed breakdown for each facility in the format provided in the bid schedules. A brief letter shall also accompany each invoice whenever a facility is deficient. The letter shall clearly state in layman's terms what is recommended, and approximately what the corrective action will cost. The Borough will not process payment requests without receipt of acceptable written backup data.

The Contractor shall be compensated for repair callouts at the hourly rate agreed to in the bid schedule. Work shall be performed during normal working hours whenever possible. Emergency callouts are expected to be rare or non-existent. A 2-hour minimum billing for emergency callouts will be honored.

Travel expenses, including both vehicle and labor, shall be included in the unit price bids for all routine services provided under Technical Specifications Sections 1 through 6. The Borough will not pay separate travel expenses for routine services.

When repairs are needed and authorized by the Project Manager, and when those repairs cannot be incorporated into a routine service call, travel will be reimbursed per mile as measured from the central Mat-Su core area as stipulated in the Technical Specifications.

SP 16 Annual Adjustment for Cost Of Living

The bid price of the Contract will be adjusted annually, except in the first year, to account for inflation. The adjustment will take effect on July 1st each year, based on the Consumer Price Index (CPI) published for that year.