

**CITY OF PEORIA
C O N T R A C T**

43-16

This agreement, made and entered into this 1st day of December A.D., 2016 by and between the City of Peoria, a municipal corporation, party of the first part, and Oberlander Alarm Systems, 2216 W Altorfer Dr., Peoria, IL 61615, his/their executors, administrators, successors or assigns, party of the second part.

WITNESSETH: That for and in consideration of the payments and agreements mentioned in the proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the bond referring to these presents, the party of the second part agrees with said party of the first part, at his/their own proper costs and expense to furnish and deliver all the work, materials and supplies in accordance with the specifications contained in said proposal, and in full compliance with all of the terms of this agreement.

IT IS UNDERSTOOD AND AGREED that the instructions to bidders, proposal, and bid and specifications are component parts of this contract and shall be deemed a part hereof. It is also understood and agreed that the contractor shall not assign, transfer, convey or otherwise dispose of this contract, or his right to execute it, or his right, title or interest in or to it or any part thereof, unless the previous written consent of the City Manager of the City of Peoria shall first be obtained thereto.

IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

In accordance with the attached specifications and bid, Oberlander Alarm Systems will provide alarm monitoring, preventive maintenance and repair services to the City of Peoria.

Rates are figured in accordance with the specifications of the bid. (Page 17)


The contract is for two (2) years beginning December 1, 2016 and ending November 30, 2018.

THE CITY OF PEORIA

By 
City Manager

PARTY OF THE SECOND PART

Oberlander Alarm Systems
(Name of individual, firm, or corporation)

By 
(Member of firm or officer of corporation)

APPROVED FINANCE DEPARTMENT

By 
(Name of Individual)

APPROVED LEGAL DEPARTMENT

By 
(Name of Individual)

APPROVED USING DEPARTMENT

By 
(Department Head)



Legislation Details (With Text)

File #: 16-363 **Version:** 1 **Name:** Contract with Oberlander for Facility Alarm Systems
Type: Contract **Status:** Consent Agenda
File created: 10/26/2016 **In control:** City Council
On agenda: 11/15/2016 **Final action:**
Title: Communication from the City Manager and Director of Public Works with a Request to APPROVE a CONTRACT with OBERLANDER ALARM SYSTEMS, for an Estimated Annual Cost of \$18,000.00, for Monitoring and Preventive Maintenance and Intrusion Detection at City Facilities.

Sponsors:

Indexes: Goal 1 - Financially Sound City Government, Effective City Organization, Have an efficient government., Invest in our infrastructure and transportation, Keep taxes and fees competitive

Code sections:

Attachments: 1. Bid Tab Alarm Monitoring 2016

Date	Ver.	Action By	Action	Result
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ACTION REQUESTED:

Communication from the City Manager and Director of Public Works with a Request to APPROVE a CONTRACT with OBERLANDER ALARM SYSTEMS, for an Estimated Annual Cost of \$18,000.00, for Monitoring and Preventive Maintenance and Intrusion Detection at City Facilities.

BACKGROUND: The City of Peoria routinely contracts for fire and security alarm monitoring installation and maintenance at city facilities. The current contract is with Oberlander Alarm Systems.

The Purchasing Division sent out 8 bid packages and 4 companies responded. Bids were opened on October 25th, as shown in the attached Bid Tabulation. Overall, Oberlander's hourly rate bid was lowest.

This contract is for a two-year period starting December 1, 2016 through November 30, 2018, with the possibility of two 1-year extensions at the City of Peoria's discretion. Oberlander Alarm Systems meets all the technical requirements of the contract.

FINANCIAL IMPACT: The approximately \$18,000 annual expenditure for this contract is budgeted in the Facility Operations budget line 101-3123-546.37-15.

NEIGHBORHOOD CONCERNS: N/A

IMPACT IF APPROVED: Security and Fire Alarm monitoring and maintenance for city facilities will continue. Hourly labor rates for service and repair will be fixed per the bid documents.

IMPACT IF DENIED: Fire and intrusion alarms for city facilities will not be monitored. There will be no maintenance of intrusion, heat and smoke detection devices.

ALTERNATIVES: N/A

EEO CERTIFICATION NUMBER: Oberlander Alarm Systems has a current EEO# 00499-171231.

WHICH OF THE GOALS IDENTIFIED IN THE COUNCIL'S 2014 - 2029 STRATEGIC PLAN DOES THIS

RECOMMENDATION ADVANCE?

1. Financially Sound City Government, Effective City Organization
2. Grow Peoria: Businesses, Jobs, and Population

WHICH CRITICAL SUCCESS FACTOR(S) FROM THE COMPREHENSIVE PLAN DOES THIS RECOMMENDATION IMPLEMENT?

1. Invest in our infrastructure and transportation.
2. Support sustainability.
3. Keep taxes and fees competitive.

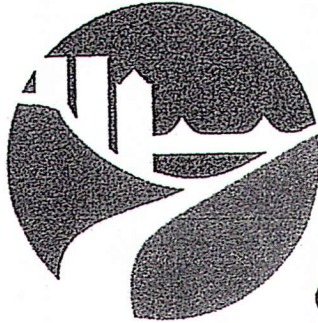
DEPARTMENT: Public Works

2016 SECURITY ALARM MONITORING BID TABULATION										
CONTRACTOR	Monitoring				Maintenance and Testing				Hourly rates	
	Year 1 Per Month	Year 2 Per Month	Year 3 Per Month	Year 4 Per Month	Year 1 Per Quarter	Year 2 Per Quarter	Year 3 Per Quarter	Year 4 Per Quarter	Regular	Overtime
OBERLANDER ALARM	162.00	162.00	171.00	171.00	675.00	675.00	720.00	720.00	80.00	120.00
THOMPSONS	200.00	200.00	200.00	216.00	842.50	842.50	865.00	876.25	120.00	175.00
SIMPLEX GRINNELL	240.00	240.00	240.00	240.00	1,462.50	1,462.50	1,462.50	720.00	145.00	217.50
SEICO	160.00	160.00	200.00	216.00	949.00	949.00	1,006.00	1,059.00	110.00	165.00

2016 SECURITY ALARM MONITORING BID TABULATION EXTENDED ON ANNUAL BASIS											
CONTRACTOR	Monitoring				Maintenance and Testing				Hourly rates		1st & 2nd Year
	Year 1	Year 2	Year 3	Year 4	Year 1	Year 2	Year 3	Year 4	Regular	Overtime	
OBERLANDER ALARM	1,944.00	1,944.00	2,052.00	2,052.00	2,700.00	2,700.00	2,880.00	2,880.00	80.00	120.00	4,644.00
THOMPSONS	2,400.00	2,400.00	2,400.00	2,592.00	3,370.00	3,370.00	3,460.00	3,505.00	127.00	167.00	5,770.00
SIMPLEX GRINNELL	2,880.00	2,880.00	2,880.00	2,880.00	5,850.00	5,850.00	5,850.00	2,880.00	70.00	105.00	8,730.00
SEICO	1,920.00	1,920.00	2,400.00	2,592.00	3,796.00	3,796.00	4,024.00	4,236.00	82.50	124.00	5,716.00

2016 SECURITY ALARM MONITORING BID TABULATION						
	OBERLANDER			SEICO		
	Regular hourly rate	Overtime rate		Year 1 Per Quarter	Year 2 Per Quarter	
	\$80.00	\$120.00		\$82.50	\$124.00	
Estimated 2016-2017 Repairs (in man hours)	70	25		70	25	
Total Hourly Rate	\$5,600.00	\$3,000.00		\$5,775.00	\$3,100.00	
TOTAL 1st & 2nd year cost	\$13,244.00			\$14,591.00		

REQUEST FOR BIDS
Alarm Monitoring
#43-16



CITY OF
PEORIA

Pre-Bid Meeting Tuesday,
October 11, 2016 2:00 pm
419 Fulton Room 112,
Peoria, IL 61602

ISSUED BY
DIVISION OF PURCHASING
CITY OF
PEORIA, ILLINOIS

Sealed Requests for Bids will be received at the office of
The PURCHASING MANAGER

Room 108, City Hall,
419 Fulton Street, Peoria, Illinois until 2:00 P.M.

Tuesday, October 25, 2016
for furnishing the materials, or services
described herein.

PLEASE RETURN ENTIRE
DOCUMENT AS YOUR RESPONSE.

SUBMITTED BY: _____

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INSTRUCTIONS TO BIDDER (1) 4/12/16

ACCEPTANCE OF BIDS - The right is reserved, as the interest of the City may require, to reject any or all bids and to waive any nonmaterial informality or irregularity in the bids received. All bids will be in English. The City will award the bid as described below or reject all proposals within sixty (60) calendar days from the bid opening date.

ADDITIONAL COPIES OF SPECIFICATIONS - Bidders may secure additional copies of the bid specifications from the City Purchasing office.

BID ENVELOPE IDENTIFICATION - Bidders shall submit their proposal in a sealed envelope (sealed bid) which shall be clearly labeled with the company name and address. Bidders are requested to indicate in the LOWER LEFT HAND CORNER OF THE ENVELOPE THE ITEM BEING BID, BID NUMBER, DATE AND TIME THE BID IS DUE.

MAILING OF BIDS - Two copies of all bid proposals are to be mailed or delivered to the City Purchasing Manager, Room 108, City Hall, 419 Fulton Street, Peoria, Illinois, 61602-1276. Proposals will not be accepted by FAX, e-mail, internet, telephone or telegraphic means. The City Purchasing Manager can be contacted at (309) 494-8582.

CLOSING TIME - The Bid closing time will be based upon Central Standard Time or Central Daylight Time, whichever is in effect on the date the bid is due.

AWARD - An award will be made to the lowest qualified (responsive and responsible) proposal that complies with the terms and conditions of the specifications provided that it is in the best interest of the City to accept the proposal. Awards will be made on per item basis unless otherwise stated. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the City and the delivery terms will be taken into consideration in making the award. By signing this document Vendor/Contractor/Consultant is **certifying they have not been barred from bidding by Federal, State or Local governments and has not been suspended or debarred from receiving federal funding.**

WITHDRAWAL OF BIDS - Bidders may withdraw their proposals at any time prior to the bid closing time by telephone, fax or written request. A telephone request must be confirmed in writing within 24 hours of the call and prior to closing time. No bidder shall withdraw his bid for a period of sixty (60) calendar days from the bid opening date. Negligence on the part of the bidder in preparing a proposal confers no right of withdrawal or modification of a proposal after it has been opened. No bid will be opened which has been received after the closing time specified in the bid proposal and it will be returned unopened to the bidder.

ALTERNATE BIDS - The specifications describe the supplies and/or service, which the City feels are necessary to meet the performance requirements of the City. Bidders desiring to bid on items which deviate from these specifications, but which they believe to be equivalent, are requested to submit alternate bids. However, **ALTERNATE TENDERS MUST BE CLEARLY INDICATED AS SUCH AND DEVIATIONS FROM THE APPLICABLE SPECIFICATIONS PLAINLY NOTED.** The bid must be accompanied by complete specifications of the items offered.

PRICES - Unit prices shall be shown for each unit on which there is a bid and shall include all packing, crating freight and shipping charges and cost of unloading supplies at destination unless otherwise stated in the bid proposal. All prices shall be stated in U.S. dollars. Unit prices shall not include any local, state or federal taxes. In case of mistake in extension of price, unit price shall govern. All prices must be typewritten or written in ink. No erasures are permitted. Mistakes must be crossed out and corrections typewritten or written in ink adjacent thereto and initialed in ink by the party signing the bid or his authorized representative.

DISCOUNTS - Cash discounts for payment within twenty (20) days or more will be considered in the awarding of the bid. Discounts of less than twenty (20) days will not be considered in the bid evaluation. Where the net bid is equal to a bid with a cash discount deducted, the award shall be made to the net bid. Discounts will be figured from the date of delivery and acceptance of the articles, or in the case of incorrect invoice, from the date of receipt of corrected invoice.

SIGNATURES - Each bid must be signed by the bidder with his usual signature. Bids by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature and title of person authorized to bind it on the matter. All signatures must be in ink.

INVESTIGATION - Bidders shall make all investigations necessary to thoroughly inform themselves regarding the supplies and/or service to be furnished in accordance with the bid proposal. No plea of ignorance by the bidder, of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary

examinations and investigations, will be accepted as a basis for varying the requirements of the City or the compensation to the bidder.

EQUAL EMPLOYMENT OPPORTUNITY – To be awarded a contract all Suppliers, Vendors, Contractors to the City of Peoria and/or County of Peoria **must** be registered in the City of Peoria's Contract Compliance Program and have a current EEO Certification number. This program is unrelated to any State and Federal program. The number is secured by completing and submitting, under notary seal, an Employer Report Form CC-1 (with required sexual harassment policy attached) to the City's Equal Opportunity Manager. *Please note that the Certificate of Compliance is valid for one year and must be annually renewed.* Though the form may be included in the bid package, it can be requested on-line from the City's website (<http://www.peoriagov/equal-opportunity-forms>). Click on Government > Departments A-G > Equal Opportunity > Forms, then select "Employer Report Form CC-1". The forms can also be obtained by writing or calling:

City of Peoria
Equal Opportunity Manager
419 Fulton Street
Peoria, IL 61602
(309) 494-8530 Voice

In accordance with Chapter 17 of the Peoria Municipal Code, a fifty-dollar (\$50.00) processing fee will be charged with each original submission of the Employer Report Form CC-1 that results in an approved certificate as well as the Annual Renewal Application. The only exception to payment of the processing fee is neighborhood associations.

Although all vendors are encouraged to obtain Equal Employment Opportunity Certification, vendors do not need an Equal Opportunity Certification to respond to a bid proposal. The EEO Certification Number is only required prior to the award of the contract.

Good Faith Efforts Requirements (projects exceeding \$50,000)
Minority/Women Business Enterprise(M/WBE) Utilization

Bidders must demonstrate that they made good faith efforts to meet participation goals. Documentation supportive of their good faith efforts to utilize M/WBEs must be submitted at the time of bid.

Compliance Reporting Minority/Female Worker Utilization

The General Contractor and its subcontractors must provide to the City of Peoria documentation on their good faith efforts to comply with the workforce participation goals. This would include, but not limited to, weekly certified payroll reports. All information will be provided through ePrismSoft, an electronic web based compliance tracking software. Access to ePrismSoft has been furnished by the City of Peoria. To activate access the General Contractor and subcontractors must contact Human Capital Development.

SAMPLES - Samples of items, when required, must be submitted within the time specified and at no expense to the City; and if not destroyed in testing, they will be returned at the bidders request and expense. Samples, which are not requested for return within thirty (30) days, will become the property of the City.

RESPONSES – A response is requested of all bidders even if it is a "no bid". Do not include any personal information such as social security numbers that the bidder/proposer wishes to keep confidential.

CONTRACT TERMS

TAXES - The City is exempt, by law, from paying State and City Retailers Occupation Tax, State Service Occupation Tax, State Use Tax and Federal Excise Tax. The City will execute tax exemption certificates whenever required. The unit prices should be exclusive of all taxes. In the event the unit price includes taxes, the bidder must show the amount of tax included in the unit price.

CITY'S AGENT- The City Purchasing Manager shall represent and act for the City in all matters pertaining to the bid proposal and contract in conjunction thereto.

PATENTS - The successful bidder agrees to protect, defend and save the City harmless against any demand for payment for the use of any patented material process, article or device that may enter into the manufacturer, construction or form a part of the work covered by the contract.

HUMAN RIGHTS ACT - The contract will be subject to and governed by the rules and regulations of the Illinois Human Rights Act 775ILCS5/1-101 et seq. and as amended. And the provision of Chapter 775 of the Illinois Compiled Statutes 5/2-105 on Sexual Harassment policies.

NON-COLLUSION - With the executing of this bid the Bidder is certifying to non-collusion in the preparation and submittal. The bid must be properly executed by the bidder or the bid will not be considered for acceptance.

DEFAULT - In case of default by the contractor, the City will procure the articles services from other sources and hold the contractor responsible for any excess cost incurred.

CANCELLATION - The City reserves the right to cancel the whole or any part of the contract, if the contractor fails to perform any of the provisions in the contract or fails to make delivery within the time stated. The cancellation notice will be written and delivered by certified mail to contractors address on record. In the event the contract is canceled, the vendor may be declared an irresponsible vendor by the City Manager and as a result may be disqualified from doing business with the City for the period of one year in accordance with Section 10-102 of the Peoria City Code. The contractor will not be liable to perform if situations arise by reason of strikes, acts of God or the public enemy, acts of the City, fires or floods.

PRICES SPECIFIED - The successful bidder agrees to furnish the material or services according to the City's plans, specifications and conditions and at prices specified hereon.

BID-RIGGING OR BID-ROTATING - By the signing of this bid, the Bidder is certifying that the company is not barred from bidding on this bid as a result of a conviction for the violation of State of Illinois laws prohibiting bid-rigging or bid-rotating per Public Act 720ILCS, Section 5-33E-3 and 5/33E-4.

DELINQUENT PAYMENT - By the signing of this bid, the Bidder is certifying that the company is not delinquent in the payment of any indebtedness, tax, fee, liens, fines owed or accruing to the City of Peoria or in the payment of any tax administered by the Illinois Department of Revenue and is in compliance with the terms and conditions of Section 10-109 of the Peoria City Code, and Chapter 65 of the Illinois Compiled Statutes, Section 5/11-42.1-1.

PERMITS AND LICENSES - The successful bidder shall obtain, at his own expense, all permits and licenses which may be required to complete the contract.

INSURANCE - The successful Proposer shall obtain, at its own expense, all necessary insurance with regard to its fiduciary responsibility to the City of Peoria. Said Proposer shall indemnify and hold harmless the City of Peoria, its officials, officers, directors, employees, heirs and assigns from any and all actions, claims, demands or suits at law or equity for damages, costs, loss or other injury as a result of the contract.

The City does not assume any liability for acts or omissions of contractor and such liability rests solely with contractor.

Contractor's Insurance - The contractor and all subcontractors shall secure and maintain such insurance policies as will protect the contractor or subcontractors from claims for bodily injuries, death or property damage which may arise from operations under this Contract whether such operations be by contractor or anyone employed by contractor directly or indirectly. The following insurance policies are **required**:

- Statutory Worker's Compensation
- Comprehensive General Liability
 - Combined Single Limit \$1,000,000.00
 - Property Damage \$1,000,000.00
- Automobile Public Liability and Property Damage

Combined Single Limit	\$1,000,000.00
Property Damage	\$1,000,000.00

Insurance Inclusions – The comprehensive general liability insurance shall include independent contractors' protective liability, products and completed operations broad form property damage coverage. The completed operations and products liability shall be maintained for two years after final payment.

Contractual Liability – The insurance required above shall include contractual liability insurance coverage for the contractor's obligations under the section below entitled, "Hold Harmless and Indemnification Agreement".

Certificates of Insurance – Certificates of insurance acceptable to the City indicating insurance required by the Contract is in force shall be filed with the City prior to contract approval by the City. These certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given to the City.

PRECEDENCE - Where special conditions are written in the specifications, these conditions shall take precedence over any conditions listed under the "Instructions to Bidders".

PREVAILING WAGES – Work under some contracts will obligate the Contractor and Subcontractors not to discriminate in employment practices. Provisions of the Prevailing Wage Act, 820 ILCS 130/0.01 et.seq., may apply to this project. Additional information can be obtained by calling (217) 782-6206. Applicable prevailing wage rates can be found at www.state.il.us/agency/idol/ for examination. Also applicable to this project are project provisions of the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 et.seq., which requires that Illinois residents of 30 days or more be hired for Public Works Projects and improvements if the State Unemployment rate exceeds 5% for two (2) consecutive months.

During the term of the awarded contract or as long as work continues, whichever is longer, and on a monthly basis, the Contractor shall submit in person, by mail or electronically, a certified payroll to the Designated Representative of the City of Peoria. The certified payroll shall consist of a complete copy of the following records: a list of all laborers, mechanics, and other workers employed by them to perform the work hereunder. The records shall include the following information for each worker:

- name
- address
- telephone number when available
- social security number
- classification or classifications
- the hourly wages paid in each pay period
- the number of hours worked each day, and
- the starting and ending times of work each day.

The certified payroll shall be accompanied by a statement signed and sworn to by the Contractor or subcontractor which avers that:

- (1) such records are true and accurate
- (2) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by the Prevailing Wage Act (820 ILCS 130/0.01 et.seq.), and
- (3) the Contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B Misdemeanor.

Upon two (2) business days' notice, the Contractor and each subcontractor shall make available for inspection the records identified above to the City, its officers and agents.

GOVERNING – This contract will be governed by the laws of the State of Illinois. The contractor/vendor agrees that Chapter 10 of the Code of the City of Peoria is hereby incorporated by reference, as if set out verbatim."

AFFIRMATIVE ACTION REQUIREMENTS - "The contractor/vendor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual harassment, ancestry, national origin, place of birth, age or a physical or mental handicap which would not interfere with the efficient performance of the job in question. The contractor/vendor will take affirmative action to comply with the provision of this division and will require any subcontractor to submit to the city written commitment to comply with this division. The contractor/vendor will distribute copies of this commitment to all persons who participate in recruitment, screening, referral and selection of job applicants, prospective job applicants, member or prospective subcontractors."

"The contractor/vendor agrees that the provision of Division 4 of Article III of Chapter 17 of the Code of the City of Peoria is hereby incorporated by reference, as if set out verbatim."

Local Purchasing -

For purchases of \$10,000.00 or greater, if:

- (1) the lowest bidding local vendor is a responsible bidder; and
 - (2) the lower-bidding responsible bidders are not local vendors; and
 - (3) the lowest bidding local vendor's bid is higher than the non-local vendor by no more than three (3) percent, then that local vendor should be considered the lowest responsible bidder. In case of a dispute about the application of this provision, the decision of the city manager or the purchasing agent acting for him shall be final.
- For purposes of this Subsection, a local vendor shall be one that sells goods or services to the public, either retail or wholesale, and owns or leases a physical, commercial business location, with on-site staffing and regular business hours, within the corporate limits of the City of Peoria, Illinois. The provisions of this subsection shall not be applied to a contract if the funding source prohibits local preference by law, rule, or regulation.

EMPLOYEE EMPLOYMENT RESTRICTIONS – THE CONTRACTOR

THE CONTRACTOR agrees, as a condition of accepting this contract with the City of Peoria, that, for a period of one (1) year following completion of this contract, it shall be prohibited from hiring, directly or indirectly, any City employee or official who was involved, directly or indirectly in: (1) the selection and/or recommendation to select the CONTRACTOR for performance of this contract; (2) coordinating the efforts of the CONTRACTOR in the consummation or completion of this contract; or (3) monitoring or determining the performance of the CONTRACTOR. The CONTRACTOR further acknowledges and agrees that, upon the City's determination that a violation of this provision has occurred, the penalty imposed, at the sole discretion of the City, may include one or more of the following: (1) cancellation of any other contract(s) between the City of Peoria and the CONTRACTOR; (2) disqualification of the CONTRACTOR from bidding or being awarded future contracts with the City of Peoria for a period of two [2] years; and/or (3) payment of liquidated damages to the City of Peoria in the amount of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00).

REFERENCE - All of the contract terms shall be incorporated by reference into any written contract.

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INFORMATION TO BIDDERS

REFERENCES

Contractor shall furnish a list of five (5) local clients. The list shall be submitted with the bid. These references shall be from clients with buildings of comparable size to those contained in this contract. References shall include a phone number and name of a contact person responsible for monitoring performance of the fire and security alarm systems service contract.

PRE-QUALIFICATION OF BIDDER

All potential bidders are encouraged to attend a pre-bid conference on October 11, 2016, at 2:00 p.m. in City Hall, 419 Fulton Street, Peoria, IL. A tour of all buildings listed on Exhibit A will follow. No other facility tour will be provided following this pre-bid meeting. Contact Chris Switzer, Purchasing Manager at 494-8582 with questions regarding this pre-bid conference.

BID OPENING

Price Proposals are due to the Office of the Purchasing Manager, Room 108 at City Hall, by 2:00 p.m. local time on October 25, 2016. The bid closing time will be based upon Central Standard Time or Central Daylight Time, whichever is in effect on the date the bid is due. Proposals will be opened and publicly read shortly after.

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REQUEST FOR PROPOSALS

SECURITY/FIRE SYSTEMS MAINTENANCE AND MONITORING

BID NUMBER 43-16

City of Peoria
Peoria, IL
September 29, 2016

QUALIFIED ALARM SPECIALIST

The contractor shall utilize workers who are trained, experienced and qualified to perform maintenance on the types of alarm systems and equipment as installed in City facilities.

RESPONSE TIME

Except under emergency conditions, all work under this agreement shall be performed during regular City of Peoria working hours and days. The contractor shall respond with personnel on site within two (2) hours following notification of any emergency condition. Breakage or repair work which the contract representative determines is not of an emergency nature may be scheduled for work by mutual agreement between the contractor and the City of Peoria contract representative.

PREVENTIVE MAINTENANCE SERVICE

The contractor shall perform four (4) quarterly preventative maintenance inspections/tests of installed equipment's each year. Approximately 25% of all horns, sirens, detectors, and lights shall be tested at each visit so that each is tested at least annually. Facility Operations and the Building Contact Persons listed on Attachment A shall be contacted in advance of any testing to set a mutually agreed time, so as not to conflict with routine activities within the buildings. At the conclusion of each quarterly inspection, a written report of inspection and findings to include equipment inventory shall be provided to the Owner's Contact Representative. The report will contain the tested device identification as well as a physical location description of each device tested. Additionally a graphical representation of each device location will be provided. (Floor plans will be provided to the awarded contractor to assist in the graphical locations.)

ADDITIONAL WORK

The Contractor shall perform routine maintenance and repairs of installed equipment as may be directed by the Owner's Contract Representative. The contractor shall perform installation of additional security/fire systems and equipment as may be requested by the City of Peoria during the term of this contract. Equipment provided for these additional systems shall be non-proprietary. The City makes no guarantees as to the quantity or availability of additional work under this contract and the City reserves the right to award separate contracts for such additional work at the sole discretion of the City.

SCOPE OF WORK

This contract is for monitoring, maintenance, testing, repairs and installation of fire, intrusion, panic buttons, and security alarm systems in City-owned and leased properties as scheduled on Attachment B. The contractor will be required to install and maintain any equipment necessary to monitor intrusion and/or fire detection equipment as scheduled in Attachment B. All new equipment installed under the terms of this contract shall be non-proprietary and shall remain the property of the City of Peoria at the termination of this contract. In the event any restrictive access codes are set on the equipment the Owner's Contract Representative (OCR) shall be provided these codes.

CONTRACT ADMINISTRATOR

This contract shall be administered by the City of Peoria, Director of Public Works, or his designated representative. The Designated representative for administration of this contract shall be the Facilities Manager, Operations & Maintenance Division, 3505 N. Dries Lane, Peoria, Illinois 61604, phone: (309) 494-8850.

All actions or modifications concerning contract language, extensions, cost adjustments or other technicalities regarding the contract shall be administered by the City of Peoria, Purchasing Manager, 419 Fulton Street, Peoria, Illinois 61602, phone: (309) 494-8582.

LENGTH OF CONTRACT

The term of this contract shall be for two years. The contract will commence on December 1, 2016, and terminate on November 30, 2018. The contract may be extended for two additional years at the discretion of the City of Peoria.

CONTRACT EXTENSION

Upon expiration of this contract, and at the discretion of the City of Peoria, the bidder may be required to extend the terms of this contract on a month to month basis, not exceed six (6) months. In the event the City of Peoria desires to extend the term of this contract, a notification will be sent by certified mail to the contractor's address of record, 30 days prior to termination of this contract.

CONTRACTOR QUALIFICATIONS

The contractor shall be licensed and or certified as governed by laws in the State of Illinois. The contractor shall submit evidence of such licensing and certifications with satisfactory performance and experience in servicing and maintaining the types of systems as installed in City facilities. All work shall be done in accordance with applicable City codes.

The contractor will not utilize materials purchased for the City's use for other work. Failure to comply with these provisions will be grounds for immediate termination of the contract.

INVOICING

The contractor shall prepare and submit an invoice monthly for work completed during the preceding period. The invoice shall include the following information: Work order numbers, service location, name of workers, date job started, date completed, total number of hours in each category and copies of all material invoices. All invoices shall be submitted to the City of Peoria, Facilities Operations Division, 3505 N. Dries Lane, Peoria, Illinois 61604

METHOD OF PAYMENT

The City of Peoria shall pay the contractor from invoices submitted and approved for completed work. Invoices which are submitted without the required documentation will not be considered for payment and will be returned to the contractor for re-submittal.

ADDITIONS AND DELETIONS

The City reserves the right to add and/or delete services and equipment at City-owned or leased building as may become necessary. Cost for such additional work shall be negotiated on a per site basis. The amount to be deducted for deletion of monitoring and/or maintenance service shall be the unit price bid for the services to be deleted. Hourly labor rates shall be as stated in this contract.

CANCELLATION

If the contractor fails to perform work to the standards as determined by the City of Peoria and recognized within the community as being standard, or does not complete the assigned work within reasonable times as determined by the City of Peoria, then the City of Peoria has the right to cancel the contract upon a ten (10) day written notification, delivered by certified mail to the contractor's address of record. In the event the contract is canceled, "...the vendor may be declared an irresponsible vendor by the City Manager" ...and as a result may be disqualified from doing business with the City for the period of one year in accordance with City Ordinance Section 10-102.

Remainder of Page Intentionally left Blank

MONITORING CONTRACT

The contractor shall be required to provide continuous (24 hour per day) central-station monitoring of equipment at all locations, including the functions as indicated on Attachment B and other functions as may be added during the term of this contract. Trouble and alarm conditions shall be immediately reported to City of Peoria authorities based upon instructions provided to the Contractor by the Owner's Contract Representative. All monitoring shall be performed by the Contractor. If using a third-party monitoring Company the City must be notified of who the vendor is. The central station monitoring facility shall be Underwriters Laboratory listed and Factory Mutual certified for the functions to be performed under this contract.

AUTHORIZING WORK

Normally, only those staff persons of Facility Operations are authorized to order additional work. If an unauthorized City employee requests the contractor for an **emergency condition**, the contractor shall proceed with the work, and notify the contract administrator as soon as practical. Except under emergency conditions, a printed work order will be issued by Facility Operations at the time of the request for extra work and prior to the contractor providing service. In emergency conditions, a work order number will be provided after the fact.

VERIFICATION OF COMPLETED WORK ORDERS

The contractor shall be responsible for obtaining a verification signature on the provided work order from a member of the City Facility Operations staff or other City employee qualified to determine that the requested work was completed satisfactorily.

BASIS OF PAYMENT FOR LABOR

Unit of payment for monitoring and preventative maintenance shall be per each location. All monitoring and preventive maintenance work shall be paid for at the contract unit prices and shall include all labor, license/fees, profit, overhead, equipment, materials and supplies to complete these items, of service. No additional payment shall be made for travel time. Additional services required including maintenance and repair requests shall be invoiced at the contract unit price per labor hour plus parts utilized in the work. The City shall pay one (1) hour minimum for authorized work requests or the actual time on the work site whichever is greater. Additional time shall be invoiced and paid in fifteen (15) minute increments.

BASIS OF PAYMENT FOR MATERIALS

Any contractor stock other than routine supplies used shall be included on the monthly invoice.

The cost of materials, as required for authorized work, shall be paid for on a cost plus ten (10%) percent cost markup. The material invoice shall contain the date(s) that the parts or materials will be incorporated into the job, the signature of the person who has been pre-authorized by the City to perform the work, and the work order number. No other compensation for picking up or supplying these materials will be allowed.

ATTACHMENT "B"

INSTALLED DEVICE LISTING

LOCATION	TYPE	PANELS	DETECTORS	PULLS	AUDIBLE/VISIBLE	FLOW
POLICE HEADQUARTERS	F & S	SIMPLEX 4020/4603	39	16	59	YES
		RADIONICS 7212				
MUNICIPAL SERVICES	F & S	SIMPLEX 4020/4603	30	4	12	YES
		RADIONICS 7212				
PUBLIC WORKS COMPLEX	F	RADIONICS 4112				YES
ESDA	F & S	ADEMCO4110XM	7		2	YES
FIRE CENTRAL	F	EDWARDS 5700	11	7	32	YES
CITY HALL	F & S	GE EST iO500	75	9	31	YES
TWIN TOWERS(401,402,420)	F & S	RADIONICS 7412G	16		4	
TWIN TOWERS(RADIO ROOM)	F	RADIONICS 7212/720LED	3			
FIRE TRAINING ACADEMY	F	RADIONICS 7212B/1256				
GATEWAY BUILDING	F & S	EDWARDS CM1,PS8A, ZAS-2, CAB3	40	10	35	YES

NOTE: F = FIRE
S = SECURITY

BUILDING LOCATION CONTACT LIST

ATTACHMENT A

<u>LOCATION</u>	<u>ADDRESS</u>	<u>CONTACT PERSON</u>
City Hall	419 Fulton St.	Jason Meeks, 494-8894
OEM	3615 N. Grandview Dr.	Mike Vaughn, 494-8077
Fire (Central) (Admin Area Only)	505 NE Monroe St.	Ron Jones, 494-8732
Fire (Training Academy)	7310 N. Galena Rd.	Paul Brookkorp, 494-8755
Gateway Building	200 Water St.	Kevin Mcmillan, 208-9279
Municipal Building	542 SW Adams	David Tuttle, 494-8035
Police Headquarters Property Room	600 NE Adams	Lt. Ken Snow, 494-8321
Public Works	3505 N. Dries Lane	Jason Meeks, 494-8894
Twin Towers Radio	110 N. Jefferson	David Tuttle, 494-8035
Twin Towers (401/402/420)	456 Fulton St.	Jason Meeks, 494-8894

Revised 09/29/16

CITY OF PEORIA
BID PRICE PROPOSAL 43-16

<u>Location</u>	<u>Monitoring Cost/Mo.</u>			<u>Preventative Maintenance Cost/Qtr</u>		
	<u>Years 1 & 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Years 1 & 2</u>	<u>Year 3</u>	<u>Year 4</u>
City Hall	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
OEM	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Fire Training	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Gateway Building	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Municipal Bldg.	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Police Hdqtrs.	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Public Works	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Twin Towers Radio	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
Twin Towers 401/402/420	\$ 18.00	\$ 19.00	\$ 19.00	\$ 75.00	\$ 80.00	\$ 80.00
TOTAL	\$ 162.00	\$ 171.00	\$ 171.00	\$ 675.00	\$ 720.00	\$ 720.00

UNIT PRICE PER HOUR
FOR ADDITIONAL SERVICES Reg. Hours \$ 80.00 Overtime Hours \$ 120.00

**CITY OF PEORIA
BID PRICE PROPOSAL 43-16**

Execution of this form certifies understanding and compliance with the total bid package.

BID SUBMITTED BY:

OBERLANDER ALARM SYSTEMS, INC 00499-130630
Company Peoria E.E.O. Certificate of Compliance Number

2216 W ALTORFER DR
Address

PEORIA IL 61615
City State Zip

309-676-3535 309-676-3535
Daytime Telephone Number After Hours Telephone Number

GREG OBERLANDER
Contact Person (Please print or type)

GREG OBERLANDER PRESIDENT
Name of Authorized Agent or Officer Title


Signature of Authorized Agent or Officer

10-05-2016
Date

MARK ENVELOPE: BID NO. 43-16