

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0556
Date: 6/18/04
Prepared By: Scott Cope, Building, 2445
City File No:

Meeting Date: 7/21/04

PURPOSE:

To provide fire suppression and fire alarm plan review and inspection services.

DISCUSSION:

Request for proposals were solicited. Fire Safety Consultants, Inc. was selected as the qualified vendor. A blanket purchase order for 18 months through December 31, 2005 is recommended.

Fire Safety Consultants, Inc. will provide fire suppression and fire alarm plan review and inspection services. It is our intent to provide these services with city staff in the future. Our mechanical inspector is currently training and will be testing to obtain certifications that will qualify him to perform this work. This training and testing process will take approximately 2-3 years.

FISCAL INFORMATION:

There is \$7218.40 remaining on the current blanket that expired July, 2004 in addition to the \$35,000.00 remaining in the 2004 budget for a total remaining 2004 budget amount of \$42,218.40. There will also be \$55,000.00 budget for 2005.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
371	801000	Fire suppression & alarm plan review and inspection	110,000.00	97,218.40	

Vendor Name and Address:

Fire Safety Consultants, Inc., 1018 W. Wise Road, Suite 200, Schaumburg, IL 60193

Reason for Selection:

Lowest, responsive, responsible quote

Method of Purchase:

Blanket purchase order

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order to Fire Safety Consultants, Inc. in the amount not to exceed \$97,218.40 for a period of 18 months through December 31, 2005.

ATTACHMENTS:

Department Authorization: Scott Cope, Director of Building

Reviewed by:

Fiscal: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA