DETERMINATION AND FINDINGS FOR AN EMERGENCY PROCUREMENT

Agency: DC Public Library (DCPL)
RK No.: RK193718
Caption: Emergency Fire Alarm Replacement at the Southeast Library
Contractor: RSC Electrical & Mechanical Contractors

FINDINGS

1. **AUTHORIZATION:**

19 DCMR Chapter 43 §4321 and DC Official Code §2–354.05 Emergency Procurements.

2. **MINIMUM NEED:**

The District of Columbia Public Library (DCPL) has an immediate need for replacement of the fire alarm system at the Southeast Library due to the age of the equipment. The system is inoperable and not capable of providing the protection the system was designed to provide.

3. **ESTIMATED REASONABLE PRICE:**

$38,472.50

4. **FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:**

Per the D.C. Fire and Emergency and Medical Service Department (Fire & EMS) guidelines and directives, a fire watch is required to be implemented by agencies immediately when certain conditions are discovered, either by the facility manager or by the Fire Marshal and their representatives. Examples of when D.C. Fire and EMS will require a fire watch include out-of-service fire alarm systems. Currently, DCPL staff is providing twenty-four (24) hour fire watch to protect the health, welfare, and safety of the building occupants, the general public, and property and prevent disruption in daily operations at the Southeast Library.

Due to the safety risks, DCPL has determined that to prevent an imminent threat to public health, welfare, safety and property it is in the best interest of DCPL for RSC Electrical & Mechanical Contractors (RSC) to provide services under an emergency purchase order.

In addition, RSC is readily available to meet DCPL's minimum need without disruption of services at this time and the estimated cost to the DCPL is fair and reasonable based
on competitive pricing received from the below two (2) CBE contractors to provide the services.

RSC Electrical & Mechanical Contractors $38,472.50
Interface Fire Alarm & Electrical Services LLC $45,000.00

5. CERTIFICATION BY THE FACILITIES MANAGEMENT DEPARTMENT:

I hereby certify that the above facts are accurate and complete.

Jonathan Banks
Building Operations Manager
10/11/2021

6. CERTIFICATION BY THE CONTRACT SPECIALIST:

I have reviewed the above findings and certify that they are sufficient to justify the use of the emergency procurement method to award the captioned contract to DC Life Safety, LLC. In addition, please be advised that the Department’s notice of the captioned emergency contract must be posted on the Department’s website no more than seven (7) days after the contract is awarded. Given the foregoing, I recommend that the DCPL Chief Procurement Officer approve the use of the emergency procurement method for this proposed procurement action.

Larrya Beard
Contract Specialist
11/8/2021

DETERMINATION

Based on the above findings and in accordance with the DCPL Procurement Regulations, 19 DCMR § 4321 and DC Official Code §2–354.05 I hereby determine that the award of a purchase order for the emergency services described herein is in the best interest of the DC Public Library.

Diane Wooden
Chief Procurement Officer
10/11/2021
Proposal #: 011021-3

PROPOSAL

Proposal Submitted To:

Name: District of Columbia Public Library
Street: 1709 3rd Street, NE
City: Washington, State: DC Zip: 20002
Attention: Mr. Jonathan Banks
E-mail: jonathan.banks@dc.gov

Work To Be Performed At:

Street: 403 7th Street, SE
City: Washington, State: DC Zip: 20003
Date: 10-01-2021
Location: Southeast Library
GSA Contract #: GS-21F-0103U

We hereby propose to furnish all materials and perform all the labor necessary for the completion of:

1. Remove existing defective fire alarm system.
2. Furnish and install one (1) new (nonproprietary) addressable fire alarm control panel with battery backup.
3. Furnish and install one (1) new power expander panel with battery backup to control new AVs.
4. Furnish and install one (1) new module to interface the existing graphic annunciator with new system.
5. Furnish and install seven (7) new addressable manual pull stations.
6. Furnish and install thirty (30) new addressable smoke detectors.
7. Furnish and install three (3) new addressable heat detectors.
8. Furnish and install five (5) new addressable relay modules to interface with elevator, generator, and security systems.
9. Furnish and install two (2) new addressable monitor modules to interface with generator.
10. Furnish and install twenty-six (26) new AV notification devices to be compatible with new system.

All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Thirty-Eight Thousand, Four Hundred Seventy-Two Dollars and Fifty Cents ($38,472.50) with payments to be as follows:

PAYMENT TO BE SUBMITTED IN FULL, UPON COMPLETION OF WORK

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be by RSC Electrical & Mechanical Contractors, Inc.

Respectfully Submitted

Per

Mr. Jonathan Banks

Note - This proposal may be withdrawn by us if not accepted within 60 days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Date Accepted

Signature
INTERFACE FIRE ALARMS & ELECTRICAL SERVICES LLC
1736 Massachusetts Avenue, SE
Washington, DC 20003
202-544-2638 Office, 202-544-2639 Fax
wiremetowork@verizon.net
www.interfacefireelectrical.com
FIRE ALARM PROPOSAL FOR THE SOUTHEAST LIBRARY

1. DESCRIPTION:

Installation, Design, commissioning, permit pulling, shop drawings, programing, and final testing of a complete fire alarm system integrated with the sprinkler system, elevator recall and fan control. We will need two dedicated phones lines for the monitoring service. We will do demolition of the old system once the new system is installed. Patching work is not in our contract, we will demolition for free if awarded the contract, but we will not patch. We get inspectors from DCRA, if the owner wants third party inspectors, he must provide them. Work is guaranteed free of defects for a period of one year after the final approval.

2. REGULATORY REQUIREMENTS

1. National Fire Protection Association (NFPA) 72
2. International Building Code (IBC)
3. Underwriters Laboratory, Inc. (UL) listing and labeling of equipment.
4. Fire Alarm Systems 13850 2, UL 864,
5. National Electrical Code (NEC)
6. Local Authority Having Jurisdiction (AHJ, Fire Marshal) and D.C. codes requirements.

The price of this bid from Interface Fire Alarms & Electrical Services is Forty-Five Thousand $45,000.00 U.S. Dollars.

Signature [Signature]
*** Electronic Invoicing Purchase Order. Please use https://vendorportal.dc.gov to register and submit invoices. ***

Order No: PO651438 - EMERGENCY REPLACEMENT FIRE ALARM SYSTEM AT SOUTHEAST LIBRARY FY 22

Issued on Mon, 11 Oct, 2021

Supplier
RSC ELECTRICAL AND MECHANIC
6035 DIX STREET NE
WASHINGTON, DC 20019-
United States
Phone: 1202.398.7957
Fax: 1202.398.0328
Contact

Ship To
MLK Library - Facilities Management
501 G Street, NW, Room 444
Washington, DC 20001
United States

Bill To:
Please use https://vendorportal.dc.gov to register and submit invoices.

Bill To Contact: Accounts Payable
Contract Number: none
Requester: Jonathan R. Banks
Delivery Date: Fri, 6 Oct, 2021
PR No.: RK193718

Item | Description | Part Number | Unit | Qty | Need By | Unit Price | Extended Amount
--- | --- | --- | --- | --- | --- | --- | ---
1 | This Requisition is for emergency replacement... | 38,472.5 | each | 38,472.5 | Fri, 08 Oct, 2021 | $1.00 USD | $38,472.50 USD

This Requisition is for emergency replacement of Fire Alarm System at the Southeast Library.

Total | $38,472.50 USD

Comments

- COMMENT by aribasystem on 10/11/2021
  The Contractor shall submit payment requests in electronic format through the DC Vendor Portal vendorportal.dc.gov by selecting the applicable purchase order number which is listed on the Contractors profile. INVOICES FOR QUANTITIES OR AMOUNTS GREATER THAN WHAT IS STATED ON THE PURCHASE ORDER WILL BE REJECTED. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PAYMENT. (aribasystem, Mon, 11 Oct, 2021)
- COMMENT by aribasystem on 10/11/2021
  FOB is Destination unless specified otherwise (aribasystem, Mon, 11 Oct, 2021)
- COMMENT by aribasystem on 10/11/2021
  ***GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA GOVERNMENT SUPPLY AND SERVICES CONTRACTS (July 2010) ARE HEREBY INCORPORATED BY REFERENCE. WWW.OCPDC.GOV***
  (aribasystem, Mon, 11 Oct, 2021)
Requisition No. RK193718

Issued on Mon, 04 Oct, 2021
Created on Mon, 04 Oct, 2021 by Jonathan R. Banks

Supplier:
RSC ELECTRICAL AND MECHANIC
6035 DIX STREET NE
WASHINGTON, DC 20019-
United States
Phone: 1202 398.7957
Fax: 1202 388.0329
Contact: JONATHAN BOLDEN

Ship To:
MLK Library - Facilities Management
901 G Street, NW, Room 444
Washington, DC 20001
United States

Deliver To:
Jonathan R. Banks

Bill To:
DC Public Library - Chief Financial Officer
901 G Street NW Room 441
Washington, DC 20001
United States
Phone: 1(202) 727-1196

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<th>Description</th>
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<th>Unit</th>
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<th>Unit Price</th>
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<td>each</td>
<td>38,472.5</td>
<td>Fri, 08 Oct, 2021</td>
<td>$1.00 USD</td>
<td>$38,472.50 USD</td>
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This Requisition is for emergency replacement of Fire Alarm System at the Southeast Library.

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<td>Total</td>
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<td>$38,472.50 USD</td>
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Status: Ordered

### Approvals

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<th>Status</th>
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<td>Funds must be secured.</td>
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<td>Wed, 06 Oct, 2021</td>
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<td>Required</td>
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<td>Budget responsible manager to approve purchases against their budget</td>
<td>Diane Bryant Wooden</td>
<td>Diane Bryant Wooden</td>
<td>Thu, 07 Oct, 2021</td>
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<td>Required</td>
<td>Approved</td>
<td>Agency Manager to watch requisitions greater than $25,000</td>
<td>CEO Agency Manager</td>
<td>Diane Bryant Wooden</td>
<td>Thu, 07 Oct, 2021</td>
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<td>Required</td>
<td>Approved</td>
<td>Supervisor</td>
<td>Kim Fuller</td>
<td>Kim Fuller</td>
<td>Wed, 06 Oct, 2021</td>
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<td>Required</td>
<td>Approved</td>
<td>Chain Of Command</td>
<td>Diane Bryant Wooden</td>
<td>Diane Bryant Wooden</td>
<td>Thu, 07 Oct, 2021</td>
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<td>Required</td>
<td>Approved</td>
<td>The designated OCFO Budget Reviewer to approve</td>
<td>CEO Budget Reviewer 1</td>
<td>KORY MILLER</td>
<td>Fri, 08 Oct, 2021</td>
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<td>Required</td>
<td>Approved</td>
<td>The Contracting Officer to approve requisitions before sending purchase order to suppliers</td>
<td>CEO Contracting Officer 3</td>
<td>Diane Bryant Wooden</td>
<td>Mon, 11 Oct, 2021</td>
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<td>Not</td>
<td>Required</td>
<td>Approved</td>
<td>The Primary Contracting Officer to watch requisitions before sending purchase order to suppliers</td>
<td>CEO Primary Contracting Officer</td>
<td>Mon, 11 Oct, 2021</td>
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Requisition Comments

- COMMENT by Funds Commit on 10/04/2021
  Funds Commit Successful The funds commitment creation was successful. Batch Agency-B10, Batch Number-055, Current Document Number-RK193718 (Funds Commit, Mon, 04 Oct, 2021)
- COMMENT by Integration on 10/06/2021
  Funds Commit Successful The funds commitment cancellation was successful. Batch Agency-B10, Batch Number-003, Current Document Number-CH140962 (Integration, Wed, 06 Oct, 2021)
- COMMENT by Funds Commit on 10/06/2021
  Funds Commit Successful The funds commitment change was successful. Batch Agency-B10, Batch Number-005, Current Document Number-CH140979 (Funds Commit, Wed, 06 Oct, 2021)
- COMMENT by Integration on 10/06/2021
  Funds Encumbrance Successful The funds encumbrance creation was successful. Batch Agency-B10, Batch Number-113, Current Document Number-PO651438 (Integration, Mon, 06 Oct, 2021)
- COMMENT by Diane Bryant Wooden on 10/11/2021
  CBE Certification Information
  Certification Number:LSDZ8024052024
  Expiration Date: May 3, 2024 (Diane Bryant Wooden, Mon, 11 Oct, 2021)

Requisition Attachments

- ATTACHMENT (ITEM 1) by Jonathan R. Banks on Monday, October 4, 2021 at 11:38 AM
  SE Library 22.pdf (505048 bytes)
- ATTACHMENT by Diane Bryant Wooden on Monday, October 11, 2021 at 7:01 PM
  OCP Excluded Parties List Updated 8-6-21.pdf (408108 bytes)
- ATTACHMENT by Diane Bryant Wooden on Monday, October 11, 2021 at 7:02 PM
  RSC Electrical Business License.pdf (191233 bytes)
- ATTACHMENT by Diane Bryant Wooden on Monday, October 11, 2021 at 7:01 PM
  RSC Electrical SAM.pdf (127344 bytes)