

**WASHOE COUNTY SCHOOL DISTRICT**  
**Reno, Nevada**  
**CFO STAFF REPORT**

**TITLE:** AWARD OF REQUEST FOR BID #054-24-03-20 FOR DISTRICT-WIDE FIRE SPRINKLER AND EMERGENCY EYE WASH/SHOWER TESTING, MAINTENANCE AND REPAIR TO TROPHY PEAK FIRE PROTECTION IN THE ESTIMATED ANNUAL AMOUNT OF \$52,850.25 AND TO HIGH SIERRA FIRE PROTECTION, LLC IN THE ESTIMATED ANNUAL AMOUNT OF \$ 9,865.00 FOR AN ESTIMATED COMBINED ANNUAL TOTAL OF \$62,715.25, FOR AN INITIAL TERM OF ONE (1) YEAR BEGINNING MAY 15, 2020 AND ENDING MAY 14, 2021 WITH THREE (3) ONE (1) YEAR OPTIONAL RENEWALS

**TO:** Mark Mathers, Chief Financial Officer

**FROM:** Andrea J. Sullivan, Director of Procurement & Contracts

**DATE REPORT WRITTEN:** April 22, 2020

**SUMMARY:** The Request for Bid ("Bid") for District-Wide Fire Sprinkler and Emergency Eye Wash/Shower Testing, Maintenance and Repair was opened on April 8, 2020 and three (3) bids were received. The bids were carefully reviewed taking into account the District's requirements, bidders' stipulations, delivery, and terms.

Section 57.0 of the bid document indicates that the primary consideration for award will be Category 1-4 items and secondary consideration will be Category 5 items. This section also says that final award of the RFB may result in awards to one (1) bidder for both the primary and secondary considerations or to two bidders; one (1) for the primary consideration and one (1) for the secondary consideration. After consultation with the Facilities Management Department, it was determined to be in the best interest of the District to award separately given one vendor was low on every item in Category 5 and was different from the low bidder for Categories 1-4. The recommendation is to award to Trophy Peak Fire Protection for Categories 1-4 in the estimated annual amount of \$52,850.25 and award Category 5 to High Sierra Fire Protection, LLC with the lowest hourly rates in the annual estimated amount of \$9,865.00. This estimate is based on the previous two (2) years invoices. The actual usage for service in Category 5 can vary year to year depending on the service needs at the time. The estimated combined total for the initial term of one (1) year is \$62,715.25 as outlined in the Bid Tabulation (refer to Attachment A to the CFO Staff Report).

**ADDITIONAL BACKGROUND INFORMATION:** The Bid for District-Wide Fire Sprinkler and Emergency Eye Wash/Shower Testing, Maintenance and Repair was issued to provide performance of all operations required for the testing of fire sprinkler and emergency eye wash/shower testing and for maintenance and repair of these systems.

An email was sent to those suppliers who have registered with the District's Purchasing Department to receive bids for this commodity. As required by law, the bid was advertised in the Reno Gazette Journal on March 18, 2020. It was also posted nationally on Onvia/Demandstar and on the District's Purchasing Department's website.

**PREVIOUS BOARD ACTION:** N/A

**ATTACHMENTS:**

Attachment A – Bid Tabulation for Bid #054-24-03-20

**STRATEGIC PLAN:** This agenda item supports Goal 5, "To ensure our schools are safe, secure, supportive and welcoming environments where students and staff are able to succeed academically and professionally at the highest possible levels" of *Envision WCSD 2020*.

**BOARD POLICY:**

[Board Policy 3321 – Bids/Quotations and Contracts](#)

**LEGAL:** This Bid was conducted within the requirements of Nevada Revised Statutes (NRS) 332.

**FINANCIAL:** Total dollars recommended for the award is estimated to be \$62,715.25. Funding for this contract is coming from the General Fund budget.

**COMMUNITY INVOLVEMENT:** N/A

**ALTERNATIVES:** N/A

**RECOMMENDATION:** That the CFO approves the award for District-Wide Fire Sprinkler and Emergency Eye Wash/Shower Testing, Maintenance and Repair, Bid #054-24-03-20, to Trophy Peak Fire Protection in the estimated annual amount of \$52,850.25 and to High Sierra Fire Protection, LLC in the estimated amount of \$9,865.00 for an estimated combined annual total of \$62,715.25, for an initial term of one (1) year beginning May 15, 2020 and ending May 14, 2021 with three (3) one (1) year optional renewals.

**WASHOE COUNTY SCHOOL DISTRICT**

**DISTRICT-WIDE FIRE SPRINKLER AND EMERGENCY EYE WASH/SHOWER TESTING, MAINTENANCE AND REPAIR**

**BID #054-24-03-20**

**TABULATION**

**KEY:**

<b>I.S.</b> INSUFFICIENT SPECS	<b>NO SPEC.</b> NO SPECIFICATIONS
<b>L.P.</b> LOCAL PREFERENCE	<b>NO SUB.</b> NO SUBSTITUTIONS ALLOWED
<b>N.A.</b> NOT AVAILABLE	<b>N.S.</b> NO SAMPLE
<b>N.A.S.</b> NOT AS SPECIFIED	<b>R.A.B.</b> REJECT ALL BIDS
<b>N.B.</b> NO BID	* RECOMMENDED
<b>N.C.</b> NO CHARGE	** CHOSEN BY LOTTERY

BUYER HAS REVIEWED AND APPROVED **Pam Homentowski** DATE **May 1, 2020**

APPEAL WINDOW CLOSING ON: **Thursday, May 7, 2020**

VENDOR	Primary Basis of Award Total of Category 1, 2, 3 & 4	RECOMMENDED
High Sierra Fire Protection, LLC	\$ 78,970.00	
Johnson Controls Fire Protection LP	\$ 109,450.00	
<b>Trophy Peak Fire Protection</b>	<b>\$ 52,850.25</b>	<b>*</b>

VENDOR	Secondary Basis of Award Total of Category 5/Combined Hourly Rates	Annual Estimated Service Based On Previous 2-Yrs	RECOMMENDED
High Sierra Fire Protection, LLC			*
Johnson Controls Fire Protection LP			
Trophy Peak Fire Protection			

The Secondary basis of award is Category 5A, 5B & 5C. The recommended bidder was low on all items in Category 5 and 6. The estimated annual service of \$9,865 for Category 5 was based on the past 2 years cost. Category 6 will also be awarded to this bidder.

High Sierra Fire Protection, LLC			\$ 9,865.00	*
Johnson Controls Fire Protection LP				
Trophy Peak Fire Protection				

**Category #1 - Quarterly Fire Sprinkler Testing**

**A. Elementary School**

VENDOR	QTY.	UNIT PRICE	EXT. PRICE
High Sierra Fire Protection, LLC	193	\$ 95.00	\$ 18,335.00
Johnson Controls Fire Protection LP	193	\$ 148.00	\$ 28,564.00
Trophy Peak Fire Protection	193	\$ 62.50	\$ 12,062.50

**B. Middle School**

VENDOR	QTY.	UNIT PRICE	EXT. PRICE
High Sierra Fire Protection, LLC	47	\$ 95.00	\$ 4,465.00
Johnson Controls Fire Protection LP	47	\$ 148.00	\$ 6,956.00
Trophy Peak Fire Protection	47	\$ 62.50	\$ 2,937.50

**C. High School**

VENDOR	QTY.	UNIT PRICE	EXT. PRICE
High Sierra Fire Protection, LLC	57	\$ 95.00	\$ 5,415.00
Johnson Controls Fire Protection LP	57	\$ 148.00	\$ 8,436.00
Trophy Peak Fire Protection	57	\$ 62.50	\$ 3,562.50

<b>WASHOE COUNTY SCHOOL DISTRICT</b>					
<b>DISTRICT-WIDE FIRE SPRINKLER AND EMERGENCY EYE WASH/SHOWER TESTING, MAINTENANCE AND REPAIR</b>					
<b>BID #054-24-03-20</b>					
<b>Category #2 - Annual Fire Sprinkler Testing</b>					
<b>A. Elementary School</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		65	\$ 190.00	\$ 12,350.00	
Johnson Controls Fire Protection LP		65	\$ 191.00	\$ 12,415.00	
Trophy Peak Fire Protection		65	\$ 125.00	\$ 8,125.00	
<b>B. Middle School</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		17	\$ 190.00	\$ 3,230.00	
Johnson Controls Fire Protection LP		17	\$ 191.00	\$ 3,247.00	
Trophy Peak Fire Protection		17	\$ 125.00	\$ 2,125.00	
<b>C. High School</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		19	\$ 190.00	\$ 3,610.00	
Johnson Controls Fire Protection LP		19	\$ 191.00	\$ 3,629.00	
Trophy Peak Fire Protection		19	\$ 125.00	\$ 2,375.00	
<b>Category #3 - Special Component Testing</b>					
<b>A. Glycol Loop</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		86	\$ 48.00	\$ 4,128.00	
Johnson Controls Fire Protection LP		86	\$ 171.00	\$ 14,706.00	
Trophy Peak Fire Protection		86	\$ 31.25	\$ 2,687.50	
<b>B. Fire Hose Cabinet</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		153	\$ 24.00	\$ 3,672.00	
Johnson Controls Fire Protection LP		153	\$ 20.00	\$ 3,060.00	
Trophy Peak Fire Protection		153	\$ 20.75	\$ 3,174.75	
<b>C. Fire Pump</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		4	\$ 380.00	\$ 1,520.00	
Johnson Controls Fire Protection LP		4	\$ 825.00	\$ 3,300.00	
Trophy Peak Fire Protection		4	\$ 500.00	\$ 2,000.00	
<b>D. Fire Hydrant</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		147	\$ 75.00	\$ 11,025.00	
Johnson Controls Fire Protection LP		147	\$ 171.00	\$ 25,137.00	
Trophy Peak Fire Protection		147	\$ 20.75	\$ 3,050.25	
<b>E. Five Year Standpipe Testing</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		5	\$ 600.00	\$ 3,000.00	
Johnson Controls Fire Protection LP	No Bid	5			N.B.
Trophy Peak Fire Protection		5	\$ 500.00	\$ 2,500.00	
<b>F. Eye Wash/Shower Station</b>					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		190	\$ 24.00	\$ 4,560.00	
Johnson Controls Fire Protection LP	No Bid	190			N.B.
Trophy Peak Fire Protection		190	\$ 20.75	\$ 3,942.50	

WASHOE COUNTY SCHOOL DISTRICT					
DISTRICT-WIDE FIRE SPRINKLER AND EMERGENCY EYE WASH/SHOWER TESTING, MAINTENANCE AND REPAIR					
BID #054-24-03-20					
G. Eye Wash Station					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		47	\$ 24.00	\$ 1,128.00	
Johnson Controls Fire Protection LP	No Bid	47			N.B.
Trophy Peak Fire Protection		47	\$ 20.75	\$ 975.25	
H. Self-Contained Solution					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		10	\$ 24.00	\$ 240.00	
Johnson Controls Fire Protection LP	No Bid	10			N.B.
Trophy Peak Fire Protection		10	\$ 20.75	\$ 207.50	
I. Shower Drain Repair					
VENDOR		QTY.	UNIT PRICE	EXT. PRICE	
High Sierra Fire Protection, LLC		1	\$ 200.00	\$ 200.00	
Johnson Controls Fire Protection LP	No Bid	1			N.B.
Trophy Peak Fire Protection		1	\$ 125.00	\$ 125.00	
Category #4 - Out of Area Surcharge					
A. Gerlach					
VENDOR		Est. Yearly Trips	Per Trip Charge	Ext. Price	
High Sierra Fire Protection, LLC		4	\$ 428.00	\$ 1,712.00	
Johnson Controls Fire Protection LP		4	N/C	N/C	
Trophy Peak Fire Protection		4	\$ 500.00	\$ 2,000.00	
B. Incline Village					
VENDOR		Est. Yearly Trips	Per Trip Charge	Ext. Price	
High Sierra Fire Protection, LLC		4	\$ 95.00	\$ 380.00	
Johnson Controls Fire Protection LP		4	N/C	N/C	
Trophy Peak Fire Protection		4	\$ 250.00	\$ 1,000.00	
Category #5 - Time & Material Costs for Service Type Projects					
<p>Note: Category #5 will be utilized at the discretion of WCSD for procuring the services of the Contractor to complete fire sprinkler projects that are generally small in nature and are not identified by the testing categories identified above. An example of the types of projects completed in the past on a time and materials basis have included, but are not limited to repair of replacement of flow switches, tamper switches, sprinkler heads and emergency pipe repairs. The Contractors personnel will perform the required service under the direction of a WCSD Representative.</p>					
Time & Material Costs for Service Type Projects					
A. Labor Rate, Supervisor					
VENDOR		Hourly Rate			
High Sierra Fire Protection, LLC		\$ 105.00			*
Johnson Controls Fire Protection LP		\$ 113.00			
Trophy Peak Fire Protection		\$ 125.00			
B. Labor Rate, Worker					
VENDOR		Hourly Rate			
High Sierra Fire Protection, LLC		\$ 95.00			*
Johnson Controls Fire Protection LP		\$ 113.00			
Trophy Peak Fire Protection		\$ 125.00			
C. Minimum Call out Fee					

<b>WASHOE COUNTY SCHOOL DISTRICT</b>					
<b>DISTRICT-WIDE FIRE SPRINKLER AND EMERGENCY EYE WASH/SHOWER TESTING, MAINTENANCE AND REPAIR</b>					
<b>BID #054-24-03-20</b>					
<b>VENDOR</b>		<b>Hourly Rate</b>			
<b>High Sierra Fire Protection, LLC</b>		<b>\$</b>	<b>95.00</b>		<b>*</b>
Johnson Controls Fire Protection LP		\$	226.00		
Trophy Peak Fire Protection		\$	500.00		
<b>Category #6 - Time &amp; Material Costs for Emergency Service (2 Hour Notice)</b>					
<b>A. Labor Rate, Supervisor</b>					
<b>VENDOR</b>		<b>Hourly Rate</b>			
<b>High Sierra Fire Protection, LLC</b>		<b>\$</b>	<b>105.00</b>		<b>*</b>
Johnson Controls Fire Protection LP		\$	113.00		
Trophy Peak Fire Protection		\$	185.00		
<b>B. Labor Rate, Worker</b>					
<b>VENDOR</b>		<b>Hourly Rate</b>			
<b>High Sierra Fire Protection, LLC</b>		<b>\$</b>	<b>95.00</b>		<b>*</b>
Johnson Controls Fire Protection LP		\$	113.00		
Trophy Peak Fire Protection		\$	185.00		
<b>C. Minimum Call out Fee</b>					
<b>VENDOR</b>		<b>Hourly Rate</b>			
<b>High Sierra Fire Protection, LLC</b>		<b>\$</b>	<b>190.00</b>		<b>*</b>
Johnson Controls Fire Protection LP		\$	226.00		
Trophy Peak Fire Protection		\$	740.00		