

Agenda Report

July 12, 2021

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: PURCHASE ORDER CONTRACT AWARD TO MARX BROTHERS FIRE EXTINGUISHERS COMPANY, INC. FOR FIRE EXTINGUISHER SERVICE AND MAINTENANCE AT VARIOUS CITY-OWNED BUILDINGS AND IN FLEET VEHICLES FOR AN AMOUNT NOT-TO-EXCEED \$141,576

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. (i) Accept the bid dated May 18, 2021, submitted by Marx Brothers Fire Extinguishers Company, Inc. (Marx Brothers) in response to the Notice Inviting Bids for Fire Extinguishers Service and Maintenance and (ii) authorize a purchase order contract with Marx Brothers in a not-to-exceed amount of \$83,258 over a three-year period with the option for two, one-year additional terms in the annual amount of \$28,870 for first option year, and \$29,448 for second option year, at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$141,576.

BACKGROUND:

The City of Pasadena's Public Works Department Building Systems and Fleet Management Division (BSFMD) is responsible for maintaining and servicing 1,000 fire extinguishers in need of annual service for both facilities and vehicles in accordance with the NFPA 10: Standard for Portable Fire Extinguishers.

On April 29, 2021, a Notice Inviting Bids for Fire Extinguishers Service and Maintenance was posted on PlanetBids, as well as published in the local paper. The posting generated notices to all vendors who have previously registered with the City of this

particular commodity class. A total of 18 vendors downloaded the Specifications, one of which was local.

Staff conducted online web searches in an attempt to reach potential local vendors that may perform this service. As part of local outreach effort, BSFMD staff contacted four local companies. Each vendor was notified about the upcoming bid opportunity. Vendors were also emailed step-by-step instructions for signing-up and submitting bids on PlanetBids. When the bid was released, a second email was sent notifying them that the bid was released and available for download.

The bid specifications included updates in the following areas:

- Current State and NFPA annual inspection and maintenance requirements;
- Current State and NFPA licensing specifications;
- A revised total count of extinguishers in operation and in reserve;
- Industry best practices;
- A dedicated technician requirement; and
- A transparent pricing structure to enable City Staff to better evaluate the asset management decision of the cost of replacement versus repair.

BID RESULTS:

On May 18, 2021, two bids were submitted to PlanetBids. Only one bidder was responsive and responsible. The other bidder was deemed non-responsive due to pricing alterations and inconsistencies on their bid submission.

The bid result is as follows:

Bidder		Amount (\$)
1. Marx Brothers Fire Extinguishers Co., Inc.	Los Angeles, CA	\$27,205

Staff recommends that Marx Brothers be awarded the purchase order contract for this project as they are the sole responsive and responsible bidder. The bid amount has been confirmed to be comparable with industry pricing. This proposed purchase order contract with Marx Brothers fully complies with the Competitive Bidding and Living Wage Ordinances.

Founded in 1938 in Los Angeles, Marx Brothers was incorporated in 1971, and is a full service fire and life safety company that provides the majority of its services in Southern California. Marx Brothers has been doing business with the City of Pasadena since 1997 with aggregate expenditures through May 25, 2021 of \$358,455. They have also worked with many other government agencies including: Los Angeles County, LA Metro, City of Los Angeles, and numerous school districts.

The contract term will have an initial period of three years with the option for two one-year additional terms, renewable at the discretion of the City Manager, for a maximum

total contract length of five year. As specified in the bid document, the total amount includes a two percent maximum price adjustment increase allowable per year. This will allow the vendor to cover cost increases during the five year term.

The contract amounts will be set as follows:

	Year 1 to 3	Year 4 Optional 1 st Extension	Year 5 Optional 2 nd Extension
Base Bid	\$81,615	\$28,304	\$28,870
Annual Price Adjustment Allowance	<u>1,643</u>	<u>566</u>	<u>577</u>
	\$83,258	\$28,870	\$29,448
		TOTAL:	<u>\$141,576</u>

COUNCIL POLICY CONSIDERATION:

This contract furthers the City Council's goal to ensure public safety.

ENVIRONMENTAL IMPACT:

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

Contract Award to Marx Brothers for Fire Extinguisher Service and Maintenance
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FISCAL IMPACT:

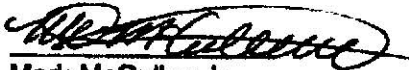
The cost of this contract is \$83,258 and the total cost of this action will be \$141,576. Funding will be addressed by the utilization of existing budgeted appropriations from the Building Maintenance Fund (budget account 50222051-811400 and 51122058-811400). There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,



KRIS MARKARIAN, P.E.
Acting Director of Public Works

Prepared by:



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Public Works Administrator BSFMD

Approved by:



STEVE MERMELL
City Manager