

**AGENDA ITEM REPORT**

**DATE:** December 7, 2021  
**DEPARTMENT:** Facilities Construction and Management  
**REQUESTER:** Ehab Guirguis  
**TITLE:** Award Contract for Fire Door Inspection, Repair and Installation Services for County Facilities

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B210028DWJ, Fire Door Inspection, Repair and Installation to Life Safety Services, LLC for fire door inspection, repair, and installation services, on an as-needed basis, for an initial term of three years, as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract, for up to 3 additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

**II. ITEM SUMMARY**

Awards contract to Life Safety Systems, LLC to provide fire door inspection, repair, and installation services to all County facilities for an initial period of three years and renewal options for up to three additional one-year periods. Life Safety Services, LLC submitted the only proposal and was determined to be a responsive and responsible bidder. The National Fire Protection Association requires all fire doors and protective openings to be inspected yearly. The inspection and maintenance of fire doors and protective openings is a critical component of the County-wide life safety program. Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budget. This project is funded through General Fund and Lee County Library Fund.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 Facilities Construction and Management submitted a Request to Initiate an Invitation to Bid Solicitation for the annual service for Countywide Fire Door Inspection, Repair and Installation Services. On September 16, 2021, at the time of opening, Procurement received one (1) proposal from Life Safety Services, LLC. Due diligence was performed to determine the vendor was responsible. After due diligence, the vendor was deemed responsive and responsible. The vendor's information was sent to Facilities Construction and Management for review and recommendation for award. Once reviewed by Facilities Construction and Management and award was recommended, Procurement Management drafted a contract to Life Safety Services, LLC. Procurement Management recommends award to Life Safety Services, LLC.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis  
 The inspection and maintenance of fire doors and protective openings is a critical component of the Countywide life safety program. In the event of fire, the equipment was designed to hold the flames back and stop the spread of the fire and toxic smoke into escape routes, corridors and other flats in the buildings. The County estimates that there are approximately 1,970 fire doors and protective openings throughout seventy-eight (78) facilities.
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$305,000
B)	Is this item approved in the current budget?	Yes

C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Mandatory National Fire Protection Association
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: General Fund and Lee County Library Fund Program: Major Maintenance Program Project: CW Life Safety Sys Upgrades/Inspections Account Strings: 40886200100 and 40886214800	
G)	Fund Type?	General Fund, Other: Lee County Libraries
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Agreement</a>	11/1/2021	Agreement
<a href="#">Bullet Points</a>	11/15/2021	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Facilities Construction and Management	Tucker, Mary	Approved	11/18/2021 - 9:46 AM
Facilities Construction and Management	Guirguis, Ehab	Approved	11/18/2021 - 11:01 AM
Budget Services	Guttery, Angela	Approved	11/18/2021 - 2:19 PM
Budget Services	Winton, Peter	Approved	11/18/2021 - 3:50 PM
County Attorney	Lira, Louis C.	Approved	11/18/2021 - 4:52 PM
County Manager	Mora, Marc	Approved	11/29/2021 - 4:45 PM