

**Purchase Request #3  
Regular Board Meeting April 23, 2019  
Consideration of Approval of Additional Funds for  
Inspection and Repairs for Fire  
Alarm Systems, Fire Suppression Systems  
and Fire Extinguishers for the District**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of inspection and repairs of fire alarm systems, fire suppression systems, and fire extinguishers from Fire and Life Safety America for the District Facility Plant Operations department.

**BACKGROUND**

Fire and Life Safety America has provided these services to the District for the past three years and has consistently provided great service.

Invitation to Bid (ITB) Number 4036 was issued to procure inspection and repairs of fire alarm systems, fire suppression systems, and fire extinguishers for the District Facility Plant Operations departments. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

**IMPACT OF THIS ACTION**

This service provides code required inspections and repairs of the fire monitoring equipment, fire sprinkler systems, and portable fire extinguishers. The systems are integral to our life safety protection plans of students, faculty, and staff. These services ensure occupant safety, as well as keep the District in compliance with the local fire code and insurance requirements.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The Board approved the original contract December 6, 2016 for a total amount of \$238,290.00. This purchasing request is for spend authorization for an additional \$110,000.00 which is budgeted in the District Facility Plant Operations Department's FY 19 operating budget and subsequent years' budgets subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract is December 17, 2016 through December 31, 2019.

**RESOURCE PERSONNEL**

Julie Bradley

Interim Chief Financial Officer

972-758-3821