



MARK PESTRELLA, Acting Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

January 19, 2017

IN REPLY PLEASE
REFER TO FILE: CBA-1

REQUEST FOR PROPOSALS – ADDENDUM 1 FIRE ALARM AND FIRE SPRINKLER SERVICES AT PUBLIC WORKS HEADQUARTERS (2016-AN012)

Please note that the deadline to submit your proposal has been extended to **Thursday, February 23, 2017, at 5:30 p.m.**

Please note that there will be a third Mandatory Proposers' Conference and Walk-Through for this Request for Proposal (RFP) on **Tuesday, February 7, 2017, at 2:00 p.m.** at Public Works Headquarters, 900 South Fremont Avenue, Alhambra, CA 91803, in Conference Room B. **ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE AND WALK-THROUGH IS MANDATORY.** However, those Proposers who attended either of the previous two Proposers' Conferences on Tuesday, November 22, 2016, or Tuesday, December 13, 2016, are not required to attend the Proposers' Conference to be held on Tuesday, February 7, 2017. Public Works will reject proposers whose attendance cannot be verified at the November 22, December 13, 2016, or February 7, 2017, Proposers' Conference.

Please take note of the following:

- An updated PW-2.1 has been attached as Enclosure 1. Please use PW-2.1 when submitting your proposal. (Proposals submitted with PW-2 will be rejected as nonresponsive)
- For your convenience, an updated Exhibit A.1, Scope of Work, containing all modifications by this addendum, has been attached as Enclosure 2, without any added boldface and ~~strikethrough~~. Please use Exhibit A.1, Scope of Work to prepare your proposal.
- Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet have been attached as Enclosure 3 and 4. Please use Exhibit H.1 and H.2 to prepare your proposal.

All addenda and informational updates will be posted at <http://dpw.lacounty.gov/cbad/servicecontracts/>. Please check the website frequently for any changes to this solicitation.

Section A is the Addendum and Section B is the Clarification.

A. ADDENDUM

Please take note of the following revisions to the Request for Proposals (RFP) for Fire Alarm and Fire Sprinkler Services at Public Works Headquarters (2016-AN012), issued on November 14, 2016. (Please note that the changes that have been added are in **boldface** and deleted languages are ~~strikethrough~~).

1. The following section has been revised in Part I, Section 2.A, Proposals Format and Content Requirements, No. 9, Licenses and Certifications:

Submit copies of the Proposer's ~~and/or employees~~ valid and active State of California-issued Class C-10 Electrical Contractor's License and Class C-16 Fire Protection Contractor's License, at the time of proposal submission, required to perform the work

2. Form PW-2, Schedule of Prices, in the Table of Contents, Table of Forms, Part I, Section 2.A.11, Forms List of the RFP has been deleted in its entirety and replaced with revised **Form PW-2.1, Schedule of Prices** (Enclosure 1).
3. Please note that Part II, Sample Agreement, Exhibit A.1, Schedule of Prices has been deleted in its entirety and replaced with **Exhibit A.2, Schedule of Prices**.
4. The following section has been revised in Exhibit A, Scope of Work, Section B, Work Location:

Public Works Headquarters Complex*
900 South Fremont Avenue
Alhambra, CA 91803

*The Headquarters Complex is defined as the tower (12-story high-rise building), the ancillary building (cafeteria, conference rooms, and the Annex 3-story building), the motor pool facility, the parking structure, and the surface parking area.

The Annex building is included in this Contract except the following: Data Center Fire Panel, Data Center Inergen Tanks, and Pre-Action Riser System, as referenced in Exhibit H.1, HQ Complex – Fire Alarm Devices.

5. The following section has been revised in Exhibit A, Scope of Work, Section D, Contract Cost:

All services required in this Exhibit A, **A.1**, Scope of Work, shall be included in the price quoted by the Contractor in Form ~~PW-2~~ **PW-2.1**, Schedule of Prices, unless stated otherwise in the RFP.

6. Exhibit A, Section E, Work Description, has been deleted in its entirety and replaced with the following:
 1. **The work to be performed will consist of as-needed preventive maintenance and repair services; monthly, quarterly, semi-annual, annual, and 5 year inspections, testing, and certification for fire alarm systems, fire sprinkler systems, plumbing, and electrical related components as required to maintain the Headquarters Complex fire alarm and fire sprinkler systems in good working order.**
 2. **Contractor shall provide monthly, quarterly, semi-annual, annual, and 5 year inspections, testing, maintenance and certification services for the equipment listed in Section J, Equipment to be Serviced. Contractor may perform work only with the prior written approval by the CM. All costs for the inspection, testing, maintenance, and reporting services shall be included in the rates for Items 1 through 4, 6 through 8, and 10 through 12, specified in Form PW-2.1, Schedule of Prices.**
 3. **Contractor must provide CM a complete written report of recommendations and deficiencies found by documenting the inspection results for each monthly, quarterly, semi-annual, annual, and 5 year certification, within 1 week, at the end of each inspection. All costs for the reports shall be included in the rates for Items 5, 9, and 13, specified in Form PW-2.1, Schedule of Prices.**

4. **Contractor shall provide as-needed preventative maintenance, inspection, testing, and repair services for the equipment listed in Section J, Equipment to be Serviced. The services include equipment adjustments, inspections, maintenance, and repairs. Contractor will provide to CM a cost estimate which shall include scope of work, schedule, labor and parts, materials and equipment needed to perform the job. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 14, specified in Form PW-2.1, Schedule of Prices, shall apply.**
5. **Contractor shall provide as-needed electrical repairs or new electrical installations necessary for the fire panels and related auxiliary equipment listed in Section J, Equipment to be Serviced, Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, such as power supplies, smoke detectors strobes, etc., to keep the fire alarm panels in a normal condition (no trouble or alarms present). Contractor shall provide the CM a cost estimate for approval for these repairs or installations.**

Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 15, specified in Form PW-2.1, Schedule of Prices, shall apply.

6. **Contractor shall provide as-needed fire sprinkler/plumbing repairs and alterations or new installations to the fire suppression system listed in Section J, Equipment to be Serviced, Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, such as fire hoses, fire sprinkler piping and heads, and fire pumps. Contractor shall provide the CM a cost estimate for approval for these repairs or installations. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 16, specified in Form PW-2.1, Schedule of Prices, shall apply.**
7. **Exhibit A, Section F, As-Needed and Emergency Repairs, has been deleted in its entirety, renamed and replaced with the following:**

F. As-Needed and After Hours/Emergency Repairs

- 1. At any time during the performance of this Contract, CM may request that the Contractor perform troubleshooting or repair work that is not included in this Work Description, as indicated in Section E, on an as-needed, after hours, or emergency basis. The health and safety of County employees and the public at the Headquarters Complex will be Public Works primary objective when requesting work. The CM or their designee will notify the Contractor of requested work via telephone, facsimile, or e-mail. The Contractor shall provide a written estimate, including labor and parts, materials, and equipment needed to perform the as-needed, after hours, or emergency repairs at the hourly rates in Form PW-2.1, Schedule of Prices, that most closely correlates to the required work. With prior written approval from the CM, the Contractor shall perform the as-needed, after hours, or emergency repairs.**
 - 2. In the event of an emergency, the CM will request work as After Hours or Emergency Work, as defined in Section H. Rates listed as Item 18 and 19 on Form PW-2.1 shall apply to After Hours or Emergency Work.**
8. The following section has been revised in Exhibit A, Scope of Work, Section H, After Hours and Emergency Work:
7. After Hours work is defined as all working hours outside of 7 a.m. and 5 p.m., Monday through Friday, plus Saturday and Sunday, including County observed holidays.
 8. Emergency Work is defined as work that requires a two-hour response time after initial contact by the CM. All Premium hours must be approved by the CM prior to commencement of work.

Rates listed as Item ~~7~~ **18** through and ~~9~~ **19** on Form ~~PW-2~~ **PW-2.1** shall apply to After Hours or Emergency Work.

9. The following section has been revised in Exhibit A, Scope of Work, Section J, Equipment to be Serviced:

In addition to the equipment listed on Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, the following is a list of general equipment to be serviced, but is not limited to, the following:

- Main Fire Alarm Panel
- Fire Alarm Power Supplies
- Smoke Detectors
- Speakers
- Strobes
- Fire Pulls
- ~~Exit Signage~~
- Fire Hoses
- ~~Fire Extinguishers~~
- C.S.P. – combination stand pipe risers, valves, hoses
- F.A.S. – Fire Auto Sprinkler riser, valve (flow switch and tamper)
- Magnetic Door Holders
- Firemen Phones
- Sprinkler Piping
- Fire Pump and Jockey Pump
- Fire Audio Annunciation Devices
- Building Fire Emergency Voice Alarm Communication System
- ~~Fan Shutdown Devices~~
- **Pressurized Stairwell Sequence of Operation**

Contractor shall be required to ensure all systems and devices are inspected and tested by Sequence of Operation, as indicated in Exhibit H.1.

10. Exhibit A, Section O, Requirements of Regulatory Agencies, has been deleted in its entirety and replaced with the following:

Contractor shall meet and their work on this Contract shall comply with all current State, local, and jurisdictional agencies' regulatory and statutory requirements including, but not limited to, the following agencies and codes:

ADA: American and Disabilities Act

Los Angeles County Building and Fire Codes

California Code of Regulations: Title 19 – Public Safety, Division 1 – State Fire Marshal

National Fire Protections Association (NFPA) codes and standards:

- a. **NFPA 13 – Standard for the Installation of Sprinkler Systems**
 - b. **NFPA 20 – Standard for the Installation of Stationary Pumps for Fire Protection**
 - c. **NFPA 24 – Standard for the Installation of Private Fire Service Mains and Their Appurtenances**
 - d. **NFPA 25 – Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems**
 - e. **NFPA 70 – National Electrical Code**
 - f. **NFPA 72 – National Fire Alarm and Signaling Code**
 - g. **NFPA 92A – Standard for Smoke-Control Systems Utilizing Barriers and Pressure Differences**
 - h. **NFPA 96 – Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations**
 - i. **NFPA 101 – Life Safety Code**
11. The following section has been revised in Exhibit A, Scope of Work, Section P, Design Plans:

Upon request of CM, Contractor shall create and submit new fire suppression or fire alarm design plans, with all jurisdictional approvals, for alterations or new installations. Contractor shall provide the CM a cost estimate for approval for these services. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 6 17, specified in Form ~~PW-2~~ **PW-2.1**, Schedule of Prices, shall apply.

12. The following section has been revised in Exhibit A, Scope of Work, Section Q, Parts and Materials:

County recognizes that there are items not covered under this Contract for which the Contractor is not compensated under Form PW-2 **PW-2.1**. County shall allow the Contractor to pass-through the amounts necessary to cover purchases approved by the CM. In order to be eligible for pass-through costs, the Contractor shall submit an invoice with attached applicable receipts of the equipment and cost for a particular job to the CM for consideration. The Contractor shall obtain CM's written approval of the equipment/parts and cost prior to the purchasing of the equipment. The County will reimburse the Contractor for the cost of parts and materials provided Contractor has obtained CM's prior written approval of Contractor's written estimate. No markups are allowed unless Contractor obtains prior written approval from CM. Claims for payment of pass-through costs shall include all supporting documentation of costs, approval, and copies of vendor invoices.

At its sole and absolute discretion, County reserves the right to purchase parts and materials for the work and upon County purchasing such parts and materials; the Contractor is to perform the installation at the labor rates in the Schedule of Prices, Form PW-2 **PW-2.1**.

13. The following paragraph has been added to Exhibit A.1, Section R, Responsibilities of the Contractor, and subsequent paragraphs have been renumbered:

3. **Testing and Inspection of all equipment, devices, and systems in this Contract shall be performed in compliance with NFPA 25 Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, or most current version.**

14. The following paragraphs have been revised in Exhibit A.1, Scope of Work, Section T, Additional Work/Locations:

1. Additional work/location(s) may be added during the Contract period. Upon request by the Contract Manager, the Contractor shall provide a written quotation for any additional work/location(s), based on the rates quoted in Form PW-2 **PW-2.1**, Schedule of Prices. The Contractor shall be paid for additional work/locations based on the rates quoted in Form PW-2 **PW-2.1**, Schedule of Prices.

2. Upon Contract Manager's negotiation and acceptance of the Contractor's written quotation, and subject to approval of the Contract Manager, the additional work/location(s) may be added to the Contract.
15. Exhibit H, LA County Dept. of Public Works – HQ Complex Fire Life Safety Devices has been removed and replaced with **Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices.** (Enclosures 3 and 4)

B. CLARIFICATION

Questions presented in the clarification section of this addendum represents the questions asked by the Proposers in the form and context as submitted.

1. **Question:** Are subcontractors allowed or not?

Answer: Subcontractors are not allowed to meet the Minimum Mandatory Requirements of this RFP, including any licensing requirements, but are allowed to be used in the contract. Please note the details referenced in Part I, Section 1.B of the RFP.

2. **Question:** Should bidding companies be C-10 and C-16 licensed, or they can use licensed subcontractors to qualify for this bid?

Answer: Please refer to our response to Question No. 1 above.

3. **Question:** Does testing scope include Fire Extinguishers, Exit signage, Fan Shutdown Devices?

Answer: Fire extinguishers and exit signage have been removed from Exhibit A, Scope of Work. Fan Shutdown devices, which is part of the Pressurized Stairwell should be included for inspection and testing. Please see the updated list of equipment in Exhibit A.1, Section J, Equipment to be Serviced.

Please see No. 8 of the Addendum section for the revised list of Equipment to be Serviced and Exhibit A.1 (Enclosure 2).

4. **Question:** Does this scope include Pressurized Stair shaft/Mechanically Ventilated Smoke Proof Enclosure?

Answer: The Pressurized Stairwell should be part of the annual inspection per each floor, by verification that the control Sequence of Operation is working as intended and the Pressurized Stairwell is operational.

5. **Question:** Does Quarterly Sprinkler System inspection include 4-100 percent Sprinklers Visual Inspection?

Answer: No, the quarterly sprinkler system inspection does not include 4-100 percent sprinklers visual inspection.

If you have questions concerning the above information, please contact Ms. Jessica C. Dunn at (626) 458-4169, jdunn@dpw.lacounty.gov, Monday through Thursday, 7 a.m. to 5:30 p.m.

Follow us on Twitter:

We encourage you to follow us on Twitter [@LACoPublicWorks](https://twitter.com/LACoPublicWorks) for information on Public Works and instant updates on contracting opportunities and solicitations.

Very truly yours,

MARK PESTRELLA
Acting Director of Public Works



for: JOSE M. QUEVEDO
Assistant Deputy Director
Contracts & Business Affairs Division

JD

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**SCHEDULE OF PRICES
FOR
FIRE ALARM AND FIRE SPRINKLER SERVICES AT
PUBLIC WORKS HEADQUARTERS (2016-AN012)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

FIRE ALARM SYSTEM INSPECTION, TESTING, MAINTENANCE AND REPORTS					
ITEM NO.	ITEM DESCRIPTION	TYPE	ESTIMATED NO. OF UNITS	PRICE PER UNIT	PROPOSED ANNUAL PRICE (PRICE PER UNIT X ESTIMATED NO. OF UNITS)
1	Monthly Inspection, Testing, and Maintenance	Flat Rate	12		
2	Quarterly Inspection, Testing, and Maintenance	Flat Rate	4		
3	Semi-annual Inspection, Testing, and Maintenance	Flat Rate	2		
4	Annual Inspection, Testing, and Maintenance	Flat Rate	1		
5	Reports	Flat Rate	12		

FIRE SPRINKLER SYSTEM INSPECTION, TESTING, MAINTENANCE, REPORTS, AND CERTIFICATIONS					
ITEM NO.	ITEM DESCRIPTION	TYPE	ESTIMATED NO. OF UNITS	PRICE PER UNIT	PROPOSED ANNUAL PRICE (PRICE PER UNIT X ESTIMATED NO. OF UNITS)
6	Monthly Inspection, Testing, and Maintenance	Flat Rate	12		
7	Quarterly Inspection, Testing, and Maintenance	Flat Rate	4		
8	Semi-annual Inspection, Testing, and Maintenance	Flat Rate	2		
9	Reports	Flat Rate	12		
10	Annual Inspection, Testing & Maintenance	Flat Rate	1		
11	Annual Report / Certification	Flat Rate	1		
12	5-year Testing & Maintenance	Flat Rate	1		
13	5-year Report/Certification	Flat Rate	1		

**SCHEDULE OF PRICES
FOR
FIRE ALARM AND FIRE SPRINKLER SERVICES AT
PUBLIC WORKS HEADQUARTERS (2016-AN012)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

AS-NEEDED MAINTENANCE, REPAIRS, AND UPGRADES				
ITEM NO.	ITEM DESCRIPTION	ESTIMATED NO. OF HOURS	PRICE PER HOUR	PROPOSED ANNUAL PRICE (PRICE PER HOUR X ESTIMATED NO. OF HOURS)
14*	Preventative Maintenance	200		
15*	Electrical Troubleshooting / Repairs	150		
16*	Sprinkler / Plumbing Repairs	150		
17**	System Design or Upgrades (Plans for upgrades and changes)	100		

*Work Description for Items 14-16: As defined in Exhibit A, Scope of Work, Section E, Work Description, pages A.2 - A.3.

**Work Description for Item 17: As defined in Exhibit A, Scope of Work, Section P, Design Plans, page A.7.

AFTER HOURS / EMERGENCY WORK*				
ITEM NO.	ITEM DESCRIPTION	ESTIMATED NO. OF HOURS	PRICE PER HOUR	PROPOSED ANNUAL PRICE (PRICE PER HOUR X ESTIMATED NO. OF HOURS)
18*	Electrical Troubleshooting / Repairs	100		
19*	Sprinkler / Plumbing Repairs	100		

*After Hours and Emergency Work: As defined in Exhibit A, Scope of Work, Section H, After Hours and Emergency Work, page A.4.

TOTAL PROPOSED ANNUAL PRICE (Including Items 1 - 19)	\$ _____
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**SCHEDULE OF PRICES
FOR
FIRE ALARM AND FIRE SPRINKLER SERVICES AT
PUBLIC WORKS HEADQUARTERS (2016-AN012)**

The undersigned Proposer offers to perform the work described in the Request for Proposals (RFP) for the following price(s). The Proposer rate(s) (hourly, monthly, etc.) shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are only estimates, and the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

LEGAL NAME OF PROPOSER		
SIGNATURE OF PERSON AUTHORIZED TO SUBMIT PROPOSAL		
TITLE OF AUTHORIZED PERSON		
DATE	STATE CONTRACTOR'S LICENSE NUMBER	LICENSE TYPE
PROPOSER'S ADDRESS:		
PHONE	FACSIMILE	E-MAIL

SCOPE OF WORK

FIRE ALARM AND FIRE SPRINKLER SERVICES AT PUBLIC WORKS
HEADQUARTERS (2016-AN012)A. Public Works Contract Manager

Public Works Contract Manager (CM) will be Ms. Vikki Valles of Operational Services Division, who may be contacted at (626) 458-7393, or at vvalles@dpw.lacounty.gov, Monday through Thursday, 7:00 a.m. to 5:00 p.m. The CM is the only person authorized by Public Works to request work of the Contractor. From time to time, Public Works may change the CM. The Contractor will be notified in writing when there is a change in the CM.

B. Work Location

Public Works Headquarters Complex*
900 South Fremont Avenue
Alhambra, CA 91803

*The Headquarters Complex is defined as the tower (12-story high-rise building), the ancillary building (cafeteria, conference rooms, and the Annex 3-story building), the motor pool facility, the parking structure, and the surface parking area.

The Annex building is included in this Contract except the following, Data Center Fire Panel, Data Center Inergen Tanks, and Pre-Action Riser System, as referenced in Exhibit H.1, HQ Complex – Fire Alarm Devices.

C. Request of Work from Contractor

The County reserves the right to determine if any work is or will be needed and/or requested under this Contract at the County's sole and absolute discretion. The Contractor waives all claims against the County for damages or loss of any nature resulting from the County's failure to use the Contractor's services including, but not limited to, lost profit.

At its sole and absolute discretion, County reserves the right to obtain services from other sources to acquire all services under this Contract.

D. Contract Cost

All services required in this Exhibit A, Scope of Work, shall be included in the price quoted by the Contractor in Form PW-2.1, Schedule of Prices, unless stated otherwise in the RFP.

E. Work Description

1. The work to be performed will consist of as-needed preventive maintenance and repair services; monthly, quarterly, semi-annual, annual, and 5 year inspections, testing, and certification for fire alarm systems, fire sprinkler systems, plumbing, and electrical related components as required to maintain the Headquarters Complex fire alarm and fire sprinkler systems in good working order.
2. Contractor shall provide monthly, quarterly, semi-annual, annual, and 5 year inspections, testing, maintenance and certification services for the equipment listed in Section J, Equipment to be Serviced. Contractor may perform work only with the prior written approval by the CM. All costs for the inspection, testing, maintenance, and reporting services shall be included in the rates for Items 1 through 4, 6 through 8, and 10 through 12, specified in Form PW-2.1, Schedule of Prices.
3. Contractor must provide CM a complete written report of recommendations and deficiencies found by documenting the inspection results for each monthly, quarterly, semi-annual, annual, and 5 year certification, within 1 week, at the end of each inspection. All costs for the reports shall be included in the rates for Items 5, 9, and 13, specified in Form PW-2.1, Schedule of Prices.
4. Contractor shall provide as-needed preventative maintenance, inspection, testing, and repair services for the equipment listed in Section J, Equipment to be Serviced. The services include equipment adjustments, inspections, maintenance, and repairs. Contractor will provide to CM a cost estimate which shall include scope of work, schedule, labor and parts, materials and equipment needed to perform the job. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 14, specified in Form PW-2.1, Schedule of Prices, shall apply.
5. Contractor shall provide as-needed electrical repairs or new electrical installations necessary for the fire panels and related auxiliary equipment listed in Section J, Equipment to be Serviced, Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, such as power supplies, smoke detectors strobes, etc., to keep the fire alarm panels in a normal condition (no trouble or alarms present). Contractor shall provide the CM a cost estimate for approval for these repairs or installations. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 15, specified in Form PW-2.1, Schedule of Prices, shall apply.
6. Contractor shall provide as-needed fire sprinkler/plumbing repairs and alterations or new installations to the fire suppression system listed in

Section J, Equipment to be Serviced, Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, such as fire hoses, fire sprinkler piping and heads, and fire pumps. Contractor shall provide the CM a cost estimate for approval for these repairs or installations. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 16, specified in Form PW-2.1, Schedule of Prices, shall apply.

F. As-Needed and After Hours/Emergency Repairs

1. At any time during the performance of this Contract, CM may request that the Contractor perform troubleshooting or repair work that is not included in this Work Description, as indicated in Section E, on an as-needed, after hours, or emergency basis. The health and safety of County employees and the public at the Headquarters Complex will be Public Works primary objective when requesting work. The CM or their designee will notify the Contractor of requested work via telephone, facsimile, or e-mail. The Contractor shall provide a written estimate, including labor and parts, materials, and equipment needed to perform the as-needed, after hours, or emergency repairs at the hourly rates in Form PW-2.1, Schedule of Prices, that most closely correlates to the required work. With prior written approval from the CM, the Contractor shall perform the as-needed, after hours, or emergency repairs.
2. In the event of an emergency, the CM will request work as After Hours or Emergency Work, as defined in Section H. Rates listed as Item 18 and 19 on Form PW-2.1 shall apply to After Hours or Emergency Work.

G. Hours and Days of Service

Hours of services shall be primarily performed within the 7:00 a.m. to 5:00 p.m. time period, Monday through Friday, each week, except County observed holidays, at which time the service shall be done before or after such holiday. Working hours may be altered, when necessary, with the approval of the CM.

Holidays Observed by the County of Los Angeles are:

New Year's Day	Labor Day
Martin Luther King, Jr. Day	Columbus Day
Presidents' Day	Veterans Day
Cesar Chavez Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

H. After Hours and Emergency Work

1. After Hours work is defined as all working hours outside of 7 a.m. and 5 p.m., Monday through Friday, plus Saturday and Sunday, including County observed holidays.
2. Emergency Work is defined as work that requires a two-hour response time after initial contact by the CM. All Premium hours must be approved by the CM prior to commencement of work.

Rates listed as Item 18 and 19 on Form PW-2.1 shall apply to After Hours or Emergency Work.

I. Utilities

The County will provide at its own expense, fire suppression, water, and electricity for the operation of the fire alarm and fire sprinkler services.

J. Equipment to be Serviced

In addition to the equipment listed on Exhibit H.1, HQ Complex – Fire Alarm Devices, and Exhibit H.2, HQ Complex – Fire Sprinkler Devices spreadsheet, the following is a list of general equipment to be serviced, but is not limited to, the following:

- Main Fire Alarm Panel
- Fire Alarm Power Supplies
- Smoke Detectors
- Speakers
- Strobes
- Fire Pulls
- Fire Hoses
- C.S.P. – combination stand pipe risers, valves, hoses
- F.A.S. – Fire Auto Sprinkler riser, valve (flow switch and tamper)
- Magnetic Door Holders
- Firemen Phones
- Sprinkler Piping
- Fire Pump and Jockey Pump
- Fire Audio Annunciation Devices
- Building Fire Emergency Voice Alarm Communication System
- Pressurized Stairwell Sequence of Operation

Contractor shall be required to ensure all systems and devices are inspected and tested by Sequence of Operation, as indicated in Exhibit H.1.

K. Storage Facilities

The County will provide limited onsite storage for the Contractor to store only material, equipment, and supplies related to the performance of this Contract. The storage facilities provided will be one cabinet not to exceed 18 inches wide by 36 inches long by 72 inches in height. Cabinet will be located in the basement of the Public Works Headquarters building. Public Works will not be liable or responsible for any damage or theft of materials and equipment from the worksite.

L. Removal of Debris

All debris derived from these services shall be removed from Public Works property and become the property of the Contractor. The Contractor shall dispose of all debris from these services in a legally established area appropriate for type of debris being disposed. Disposal shall be at the Contractor's expense. The Contractor shall not allow any debris from its operations under this Contract to be deposited in the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System.

The Contractor is advised that due to the nature of this Contract, discarded hazardous waste may be encountered or created during the performance of this Contract. In the event an unknown substance or hazardous material is discovered, the Contractor shall immediately notify the CM. The Contractor shall NOT attempt to remove any hazardous waste or perform any type of hazardous waste remediation not included under the Scope of Work of this Contract, including identifying, containing, cleaning, moving, disposing, etc. The Contractor shall exercise extreme caution in the event unknown waste is encountered.

M. Special Safety Requirements

1. All Contractor's operators shall be expected to observe all applicable State of California Occupational Safety, Health Administration (Cal/OSHA), and Public Works' safety requirements while at Public Works' jobsites.
2. Hard hats will be worn at all times. Suitable clothing, gloves, and shoes that meet Cal/OSHA requirements are required.
3. Contractor shall inspect and identify any condition(s) that renders any portion of the premises unsafe. Contractor shall notify the CM immediately when a condition threatens imminent injury to the public or damage to property. The Contractor shall be responsible for blocking any unsafe areas by using barricades or traffic cones to alert County staff or the public of the existence of hazards, and to protect the public or County staff from injury. The Contractor shall cooperate fully with Public Works in the investigation of any accidental injury or death

occurring on the premises, including providing a complete written report to the CM within five days following the occurrence.

N. Uniform Mechanical Code

The Contractor shall comply with the specifications in the Uniform Mechanical Code (UMC), which shall be considered part of these specifications. In the event that these Contract specifications and conditions conflict with the UMCs, the UMC specifications shall control and be binding.

O. Requirements of Regulatory Agencies

Contractor shall meet and their work on this Contract shall comply with all current State, local, and jurisdictional agencies' regulatory and statutory requirements including, but not limited to, the following agencies and codes:

ADA: American and Disabilities Act

Los Angeles County Building and Fire Codes

California Code of Regulations: Title 19 – Public Safety, Division 1 – State Fire Marshal

National Fire Protections Association (NFPA) codes and standards:

- a. NFPA 13 – Standard for the Installation of Sprinkler Systems
- b. NFPA 20 – Standard for the Installation of Stationary Pumps for Fire Protection
- c. NFPA 24 – Standard for the Installation of Private Fire Service Mains and Their Appurtenances
- d. NFPA 25 – Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems
- e. NFPA 70 – National Electrical Code
- f. NFPA 72 – National Fire Alarm and Signaling Code
- g. NFPA 92A – Standard for Smoke-Control Systems Utilizing Barriers and Pressure Differences
- h. NFPA 96 – Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations
- i. NFPA 101 – Life Safety Code

P. Design Plans

Upon request of CM, Contractor shall create and submit new fire suppression or fire alarm design plans, with all jurisdictional approvals, for alterations or new installations. Contractor shall provide the CM a cost estimate for approval for these services. Contractor may perform work only with the prior written approval of the cost estimate by the CM. Hourly rates for Item 17, specified in Form PW-2.1, Schedule of Prices, shall apply.

Contractor shall arrange for and pay for all inspections, permits and plan submission approvals from the State and/or local regulatory agencies, for any as-needed modifications to the fire sprinkler system, when new walls or offices are added to the Public Works Headquarters Complex. Cost for inspections, permits, and plan check shall be included in the cost estimates submitted to the CM for approval.

Q. Parts and Materials

County recognizes that there are items not covered under this Contract for which the Contractor is not compensated under Form PW-2.1. County shall allow the Contractor to pass-through the amounts necessary to cover purchases approved by the CM. In order to be eligible for pass-through costs, the Contractor shall submit an invoice with attached applicable receipts of the equipment and cost for a particular job to the CM for consideration. The Contractor shall obtain CM's written approval of the equipment/parts and cost prior to the purchasing of the equipment. The County will reimburse the Contractor for the cost of parts and materials provided Contractor has obtained CM's prior written approval of Contractor's written estimate. No markups are allowed unless Contractor obtains prior written approval from CM. Claims for payment of pass-through costs shall include all supporting documentation of costs, approval, and copies of vendor invoices.

At its sole and absolute discretion, County reserves the right to purchase parts and materials for the work and upon County purchasing such parts and materials; the Contractor is to perform the installation at the labor rates in the Schedule of Prices, Form PW-2.1.

R. Responsibilities of the Contractor

At all times during the Contract Term, the Contractor shall:

1. Maintain the following valid and active State Contractor's License:
 - a. Class C-10, Electrical Contractor License.
 - b. Class C-16, Fire Protection Contractor License.

2. Comply with the National Fire Protection Association (NFPA) codes and standards, as indicated in Section N, Requirements of Regulatory Agencies.
3. Testing and Inspection of all equipment, devices, and systems in this Contract shall be performed in compliance with NFPA 25 Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, or most current version.
4. Immediately notify Public Works of any changes in the Contractor's insurance, permits, and licenses. Failure to do so may result in immediate termination or suspension of this Contract.
5. Receive preapproval from CM for any inspection or testing activities that will impact employees in the buildings. For example, activation of sirens and/or strobes, or disruption of elevator usage.
6. Submit a list of materials and Material Safety Data Sheets upon request by CM.
7. Repair any damage to Public Works facilities resulting directly from the Contractor's work.
8. Perform any necessary cleaning of Public Works Facilities caused by contract work to restore them to a condition acceptable to CM.
9. Provide security for all equipment and material used at the jobsite during both working and nonworking hours.
10. Utilize protective clothing and equipment as required by CAL/OSHA and/or other regulatory agencies.
11. Provide transportation for Contractor's personnel and equipment to and from the jobsite and for travel around the jobsite, if required.
12. Obtain all necessary State, local, and jurisdictional agencies' regulatory permits and/or licenses for Contractor's activities at no cost to the County.
13. Maintain the required insurance and coverage as specified in Exhibit B, Section 5, Indemnification and Insurance Requirements during the entire term of this Contract. At any time during the term of this Contract if there is a lapse in insurance coverage the Contractor shall immediately suspend work and notify the CM.
14. Provide all labor, equipment, materials, tools, chemicals, and supervision required to perform these as-needed fire alarm and fire sprinkler, electrical, plumbing, and fire suppression designing services.

All material, parts, and equipment shall be new, high grade, and free from defects. The Contractor shall submit an invoice for any parts, equipment, and/or materials for a particular job to Public Works for reimbursement. Such products shall conform to all Federal, State, and local regulations as they relate to Fire Alarm and Fire Sprinkler and related services.

15. Perform work only with written prior approval by CM.
16. Commence all work provided herein on the specified date established and shall proceed diligently to complete said work within the time allotted.

S. Responsibilities of Public Works

The County may perform periodic inspections of the work location(s) as determined necessary or requested by the Contract Manager. The Contract Manager or Public Works Representative may accompany the Contractor's crews conducting work and serve as an observer and quality control person at the jobsite.

T. Additional Work/Locations

1. Additional work/location(s) may be added during the Contract period. Upon request by the Contract Manager, the Contractor shall provide a written quotation for any additional work/location(s), based on the rates quoted in Form PW-2.1, Schedule of Prices. The Contractor shall be paid for additional work/locations based on the rates quoted in Form PW-2.1, Schedule of Prices.
2. Upon Contract Manager's negotiation and acceptance of the Contractor's written quotation, and subject to approval of the Contract Manager, the additional work/location(s) may be added to the Contract.

U. Project Safety Official

The Contractor shall designate in writing a Project Safety Official who shall be thoroughly familiar with the Contractor's Injury and Illness Prevention Program and Code of Safe Practices. The Contractor's Project Safety Official shall be available at all times to abate any potential safety hazards and shall have the authority and responsibility to shut down an operation, if necessary. Failure by the Contractor to provide the required Project Safety Official shall be grounds for the County to direct the cessation of all work activities and operations at no cost to the County until such time as the Contractor is in compliance.

The Contractor shall comply with Public Works Administrative Directive G120, Lockout Blockout Procedure and Policy, as shown in Exhibit G, for the lockout blockout of equipment. The Contractor will be provided the hazardous materials survey for the facility, which locates any Asbestos Containing Materials (ACM). The Contractor shall provide staff trained at the asbestos awareness level to recognize the presence and health hazards associated with ACM. The Contractor and subcontractor (if any) must immediately stop work if asbestos is found and report the findings to CM. The Contractor will be responsible for any abatement of ACM necessary to complete any maintenance and repairs.

V. Liquidated Damages

1. In any case of the Contractor's failure to meet certain specified performance requirements, the County may, in lieu of other remedies provided by law or the Contract, assess liquidated damages in specified sums and deduct them from any regularly scheduled payment to the Contractor. However, neither the provision of a sum of liquidated damages for nonperformance or untimely or inadequate performance nor the County's acceptance of liquidated damages shall be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.
2. The amounts of liquidated damages have been set in recognition of the following circumstances existing at the time of the formation of the Contract:
 - a. All of the time limits and acts required to be done by both parties are of the essence of the Contract.
 - b. The parties are both experienced in the performance of the Contract work.
 - c. The Contract contains a reasonable statement of the work to be performed in order that the expectations of the parties to the Contract are realized. The expectation of the County is that the work will be performed with due care in a workmanlike, competent, timely, and cost-efficient manner while the expectation of the Contractor is a realization of a profit through the ability to perform the Contract work in accordance with the terms and conditions of the Contract at the proposal price.
 - d. The parties are not under any compulsion to Contract.
 - e. The Contractor's acceptance of the assessment of liquidated damages against it for unsatisfactory and late performance is by agreement and willingness to be bound as part of the consideration being offered to the County for the award of the Contract.

- f. It would be difficult for the County to prove the loss resulting from nonperformance or untimely, negligent, or inadequate performance of the work.
 - g. The liquidated sums specified represent a fair approximation of the damages incurred by the County resulting from the Contractor's failure to meet the performance standard as to each item for which an amount of liquidated damages is specified.
- 3. The Contractor shall pay Public Works, or Public Works may withhold and deduct from monies due the Contractor, liquidated damages in the amount shown in Exhibit F, Performance Requirements Summary, if the contractor fails to complete work within the time specified unless otherwise specified in this contract.
- 4. In addition to the above, Public Works may use Exhibit F, Performance Requirements Summary, to evaluate Contractor's performance.
- 5. Please note, should an inconsistency be determined between the Scope of Work and the Performance Requirements Summary (Exhibit F), the higher service level in the judgment of Public Works shall prevail.

ENCLOSURE 3
EXHIBIT H.1

		LA Co. Dept of Public Works - HQ Complex - Fire Alarm Devices																
	Floor	*Fire Pump	*Jockey Pump	** Pre-Action Riser	** Inergen Tanks	* Main Fire Panels	* Aux. Fire Panels	Power Supply	Smoke Detectors	Ducted Smoke Detectors	Pull Stations	Speaker / Strobe Combo.	Strobes	Speakers	Fireman Phones	Magnetic Door Holders	Riser Flow Switch	Fire Riser Tamper Switch
Headquarters Building	Penthouse	-	-	-	-	-	-	-	5	2	-	-	-	7	1	-	1	1
	12th	-	-	-	-	-	-	1	16	-	2	12	15	9	2	7	1	1
	11th	-	-	-	-	-	-	1	9	-	2	10	-	13	2	7	1	1
	10th	-	-	-	-	-	-	-	8	-	3	-	-	19	2	7	1	1
	9th	-	-	-	-	-	-	-	8	-	3	-	-	22	2	7	1	1
	8th	-	-	-	-	-	-	-	8	-	3	-	-	21	2	7	1	1
	7th	-	-	-	-	-	-	-	8	-	3	-	-	22	2	7	1	1
	6th	-	-	-	-	-	-	-	9	-	3	-	-	26	2	7	1	1
	5th	-	-	-	-	-	-	1	10	-	3	-	33	20	2	7	1	1
	4th	-	-	-	-	-	-	-	10	-	3	-	-	24	2	7	1	1
	3rd	-	-	-	-	-	-	-	10	-	3	-	-	20	2	7	1	1
	2nd	-	-	-	-	-	-	2	20	1	2	16	15	30	3	8	2	2
	Mez	-	-	-	-	-	-	-	22	1	4	9	2	14	1	9	1	1
	1st	-	-	-	-	1	1	2	18	2	3	20	5	5	3	-	1	1
	Basement	1	1	-	-	-	-	2	20	2	2	6	7	42	2	6	1	12
Annex	Ancillary (East)	-	-	-	-	-	-	1	8	-	1	3	1	23	1	-	1	-
	Ancillary (West)	-	-	-	-	-	-	1	9	2	2	5	0	40	-	-	1	-
	Totals	1	1	0	0	1	1	11	198	10	42	81	78	357	31	93	18	27
	Annex 3rd	-	-	-	-	-	-	-	8	-	3	-	2	13	3	2	-	-
	Annex 2nd	-	-	-	-	-	-	-	7	-	3	-	2	12	3	4	-	-
Annex	Annex 1st	-	-	-	28	1	2	1	52	-	10	-	23	23	3	-	-	-
	Annex Basement	-	-	1	-	1	-	1	5	-	1	-	-	1	1	-	1	1
	Totals	0	0	1	28	2	2	2	72	0	17	0	27	49	10	6	1	1
	Motorpool - Parking Structure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-
Campus	Campus	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Grand Totals	1	1	1	28	3	3	13	270	10	59	81	105	406	41	99	20	28

*** Building Fire System Info**

Headquarters "HQ" Building:

Fire Panel w/Annunciator - Honeywell Notifier NFS2-3030

Fire Pump - Patterson 23001014

Fire Pump Controller - Firetrol FTA1930 & FTA950 ATS

Jockey Pump - Grundfos ML90CC-H3

Jockey Pump Controller - Firetrol FTA550F

Annex building:

Fire Panel w/Annunciator - Honeywell Notifier AFP-400

** Data Center Fire Panel - Ansul 1Q-396X **(NOT IN SCOPE)**

** Pre-Action Riser - Viking E-1 **(NOT IN SCOPE)**

** Data Center Inergen Tanks - Ansul LC435 CV98 **(NOT IN SCOPE)**

HQ Automatic Smoke Control Sequence of Operation			
Shown in Emergency Operation Mode			
Equipment Name	Switch-OFF	Equipment Name	Switch-ON
Supply Fan -1	X	Smoke Exhaust Fan - 5	X
Supply Fan -2	X	Smoke Exhaust Fan - 6	X
Supply Fan -3	X	Smoke Fan - 9	X
Supply Fan -4	X	Smoke Fan - 10	X
Supply Fan -5	X		
Supply Fan -6	X		
Supply Fan -7	X		
Supply Fan -11	X		
Supply Fan -13	X		
* 1st floor VRV HVAC system to be Added to Seq. of Ops.			

ENCLOSURE 4

EXHIBIT H.2

		LA Co. Dept of Public Works - HQ Complex - Fire System Devices											
	Floor	Fire Riser Valves	Fire Riser Inspector Test Valves	Fire Riser Drain Valves	Combo Wet Standpipe Valves	Fire Hose Shut-Off Valves	Fire Hoses	Pressure Reduction Valves (PRV)	Fire System Control Valves	Post Indicating Valves (PIV)	Fire Back-Flow Device Valves (BFD)	Fire Hydrant Shut-Off Valves	Fire Sprinkler Heads
Headquarters Building	Penthouse	1	1	1	9	4	4	-	-	-	-	-	8
	12th	1	1	1	-	8	8	-	-	-	-	-	279
	11th	1	1	1	-	8	8	-	-	-	-	-	251
	10th	1	1	1	-	8	8	-	-	-	-	-	246
	9th	1	1	1	-	8	8	-	-	-	-	-	239
	8th	1	1	1	-	8	8	-	-	-	-	-	243
	7th	1	1	1	-	8	8	-	-	-	-	-	243
	6th	1	1	1	-	8	8	-	-	-	-	-	221
	5th	1	1	1	-	8	8	-	-	-	-	-	222
	4th	1	1	1	-	8	8	-	-	-	-	-	252
	3rd	1	1	1	3	5	5	-	-	-	-	-	252
	2nd	2	2	2	3	5	5	-	-	-	-	-	239
	Mez	1	1	1	2	2	2	-	-	-	-	-	216
	1st	1	1	1	2	2	2	-	-	-	-	-	123
	Basement	2	2	2	4	6	6	2	13	-	-	-	435
	Ancillary (East)	1	1	1	-	3	3	-	-	-	-	-	241
	Ancillary (West)	1	1	1	-	5	5	-	-	-	-	-	272
Totals		19	19	19	23	104	104	2	13	0	0	0	3982
***Annex	Annex 3rd	-	-	-	1	-	-	-	-	-	-	-	116
	Annex 2nd	-	-	-	1	-	-	-	-	-	-	-	100
	Annex 1st	-	-	-	1	-	-	-	-	-	-	-	139
	Annex Basement	-	-	1	-	-	-	-	1	-	-	-	21
Totals		0	0	1	3	0	0	0	1	0	0	0	376
	Motorpool - Parking Structure	-	-	1	3	6	-	-	-	-	-	-	-
	Campus	-	-	-	-	-	-	-	-	4	4	5	-
Grand Totals		19	19	21	29	110	104	2	14	4	4	5	4358

Monitored by Fire Alarm Panel

Will trigger a Flow Switch at the Fire Alarm when exercised