

Town of Westerly/Westerly Public Schools

PURCHASING DEPARTMENT

Rhode Island

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RFQ 23-67

Security Alarm and Fire Panel Monitoring, Maintenance and Service

ADDENDUM NO. 2 – May 5, 2023

To: All Known Bid Document Holders

The following items represent additional information provided, changes, amendments or clarifications to the Contract Bid Documents for the above referenced project:

Questions/Clarifications:

- There are 8 (not 7) separate burglar alarm systems in service across the various schools. Babcock has 2 separate alarms. One is for the perimeter while another separate alarm monitors the computer room & roof areas. The list of locations should be amended to show this.

List will be amended

- Please explain the current process you use to have a user code added or deleted to a building's burglar alarm system. Does this require calling the current alarm company or do you use an App or software program to make the adjustments?

We email the name/user# and code to the alarm company with instructions to add or delete the code. There is no program/app.

- In section 4 ("*Monitoring Services*") of attachment A2 the document says the "*contractor shall provide monitoring services for all WPS burglar alarms, fire alarms and alarm systems for boilers, generators, and low/high temperature alarms.*" Does this mean the alarm contractor is expected to install new monitoring equipment onto the fire alarms, boilers, etc. that are not currently set up to be monitored? For example, only one school fire alarm is currently set up to be monitored according to the zone list that was provided to us. Do all other buildings need to be upgraded to include fire monitoring or is the expectation to just monitor what is currently connected to the building alarm systems?

Additional equipment needed to apply monitoring services to other systems will be part of the annual capital upgrade and not included in this RFP.

- There is only one zone listed at the high school pertaining to a monitored temperature alarm in a "computer room." None of the other school zone lists have temperature alarms listed as being connected to the system(s). Further, attachment A2 lists all IDF's in all schools having temperature monitored. Is the zone list inaccurate, are these temp sensors tied to another building management system or perhaps they are just not installed in these areas? We were unable to locate any temperature sensors in these areas that were wired to the burglar alarm panels.

These MDF's are currently monitored and will need to be monitored by the awarded Bidder

- In section 5.1 ("*Burglar Alarm System Maintenance, Testing, and Repair*") of attachment A2 the document says the contractor shall provide twenty-four-hour service, parts, and labor on all system components. Please

clarify that this work will be performed by the contractor on a time and materials basis upon customer request and the contractor is not expected to provide free parts and/or labor when repairs are needed.

Time and Material will be used?

- Please clarify section 5.3 in attachment A2. Will this work be done on a time / materials basis or is WPS expecting the alarm contractor to do this work at no charge to the customer?

Time and Material will be used?

- Does WPS intend to have the alarm contractor perform maintenance and service on the building fire alarm systems or just the building burglar alarm systems? If fire alarm service is expected as part of the bid will this include the state required quarterly fire alarm inspections?

No, the Fire Alarm panels are serviced/inspected by another provider. Bidders should assume the monitoring portion only.

- Each of the Honeywell Vista Burglar Alarm Panels (one in each building except for Babcock, which has two according to the provided documents) utilizes a master programming PIN code that is needed by an alarm technician to service and/or program the systems. Our industry best practice is to either leave the programming code(s) set at the factory default code or to give the customer the new programming code if changed from the default. No programming codes were listed inside the main alarm cabinets, so it is assumed that the panel lockout/programming code has not been changed from the default. Will the current alarm vendor provide the programming code to a new alarm contractor if it is determined the codes(s) has been changed? Alternatively, would the school department request the existing alarm vendor remote into each system and remove any proprietary programming code(s) that may prevent us from servicing the systems?

The panels are loaded with current Pins. The pins will be reset under this contract.

- Are alarm signals through standard telephone lines?
All panels are currently cellular.

This addendum will form a part of the Contract Documents and modifies the original Bidding Documents dated April 19, 2023, as noted above. Acknowledge receipt of this Addendum in the space provided on the Bid Form and submitted with your RFQ. Failure to do so may subject the Bidder to disqualification.

Addendum No. 2:

Received and Accepted By: Contractor: _____

Signed By: _____ Dated: _____

Eileen Cardillo
Purchasing Agent/Risk Manager
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