

**METROPOLITAN EXPOSITION RECREATION COMMISSION**

**Resolution No. 17-05**

For the purpose of approving Point Monitor, Inc. Work Order #2 for the Antoinette Hatfield Hall (AHH) Fire Alarm System Replacement.

**WHEREAS**, the Fire Alarm system at AHH is 30 years old and cannot be upgraded to meet current code; and

**WHEREAS**, Portland's Centers for the Arts (P5) and cPMO staff created a list of performance criteria for the new system and issued a Request for Proposals that included a detailed scope of work; and

**WHEREAS**, P5 staff selected Point Monitor, Inc. as the contractor for the design, equipment and installation of the AHH Fire Alarm System Replacement; and

**WHEREAS**, Metropolitan Exposition Recreation Commission (MERC) staff contracted with Point Monitor, Inc. for a Work Order for the design services in the amount \$20,558; and

**WHEREAS**, Point Monitor, Inc. has designed the AHH Fire Alarm System Replacement in accordance with City of Portland Fire Department requirements; and

**WHEREAS**, the cost of the AHH Fire Alarm System and installation is \$179,205 as show in Work Order #2 attached as Exhibit A; and

**WHEREAS**, MERC must approve Work Order #2 as it exceeds \$150,000 as required by MERC's Contracting and Purchasing Rules; and


**WHEREAS**, staff recommend that MERC approve Work Order #2.

**BE IT THEREFORE RESOLVED** as follows:

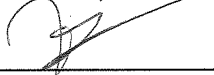
MERC approves Work Order #2 with Point Monitor, Inc. for the equipment and installation of the designed, approved Fire Alarm System, and authorizes the General Manager of Visitor Venues to execute the contract on behalf of MERC.

Passed by the Commission on March 1, 2017

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary/Treasurer

Approved As to Form:  
Alison R. Kean, Metro Attorney

By:   
\_\_\_\_\_  
Nathan A. S. Sykes  
Deputy Metro Attorney

# Antoinette Hatfield Hall Fire Alarm System



600 NE Grand Ave.  
 Portland, OR 97232-2736  
 503-797-1700

## Attachment D, Design Work Order

**1. Construction/Installation Phase Scope of Work Deliverables include:**

Construction/Installation Phase – Contractor to perform work required to install, test and commission new Fire Alarm System. At no time during the installation may the building be without fire alarm capability. Contractor shall coordinate work closely with P-5 to adapt project schedule to accommodate the facility’s very busy event schedule. Contractor may not have access to the building, or portions of the building, during some business hours. Work may have to be scheduled outside typical work days/hours, possibly overnight, and on non-event days.

Deliverables to include:

- Decommissioning, removal, and proper disposal/recycling of existing system components.
- Construction/electrical work required to accommodate new system.
- Installation of new system components
- All approvals/sign offs and testing required by authorities having jurisdiction.
- Testing of new system.
- Training of Personnel
- Other Commissioning activities as required.

Project Closeout - Deliverables to Include

- Delivery of product information and operations manuals, including as-built documents
- Final approvals from Authorities Having Jurisdiction
- Delivery of final invoice and lien releases, as required

**2. Project Schedule:**

Schedule	Date
Execute Work Order	March 2017
Procure Equipment	March – April 2017
Begin Construction	March 2017
Substantial Completion	June 2017
Training/Commissioning of System	June 2017
Final Completion	June 30, 2017

**3. Payment and Billing**

Contractor shall perform the above work for a maximum price not to exceed XXXXXXX (\$XXX)

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Payment shall be based on monthly progress submittals, based on the following schedule of values:

Permit & Plan Review Fees	2,960
Demolition of Existing System	8,965
Equipment	53,780
Installation	
Newmark	18,550
Winningstad	14,210
Brunish	5,800
Administration & Utility Spaces	26,890
Public Spaces	44,810
Closeout Documentation, including As-Built Drawings	3,580
<b>Total Cost this Work Order</b>	<b>\$179,275</b>

Unit Prices

### **FIRE ALARM SYSTEM COMPONENTS TO INCLUDE:**

Part#	Description	Manufacturer	Unit price
FSP-851	Smoke detector	Notifier	\$ 378.00
FST-851	Heat detector	Notifier	\$ 354.00
NBG-12LX	Pull station	Notifier	\$ 382.00
FMM-101	Monitor module	Notifier	\$ 334.00
FRM-1	Relay module	Notifier	\$ 360.00
FCM-1	Control module	Notifier	\$ 367.00
FZM-1	Zone module	Notifier	\$ 402.00
DNR	Duct detector	Notifier	\$ 570.00
SPSR	Speaker strobe	System Sensor	\$ 386.00
SR	Strobe	System Sensor	\$ 356.00
NFS2-640	Fire Alarm Control Panel	Notifier	\$5,800.00
	Smoke Control Panel	Kirkland	\$4,900.00

Unit pricing includes device, back box, 100ft of rated fire wire, 10ft of surface raceway if needed and all labor to include installation, programming and testing.

The maximum price includes all fees, costs and expenses of whatever nature. Each of Metro's payments to Contractor shall equal the percentage of the work Contractor accomplished during the billing period. Contractor's billing invoices shall include the Metro contract number, Contractor name, remittance address, invoice date, invoice number, invoice amount, tax amount (if applicable), and an itemized statement of work performed and expenses incurred during the billing period, and will not be submitted more frequently than once a month. Contractor's billing invoices shall be sent to Metro Accounts Payable, 600 NE Grand Avenue, Portland, OR 97232-2736 or metroaccountspayable@oregonmetro.gov. The Metro contract number shall be

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referenced in the email subject line. Contractor's billing invoices for services through June 30 shall be submitted to Metro by July 15. Payment shall be made by Metro on a Net 30 day basis upon approval of Contractor invoice.

DRAFT

## MERC STAFF REPORT

**Agenda Item/Issue:** Metropolitan Exposition and Recreation Commission approval of Work Order #2 to Contract #307004, with Point Monitor, Inc., for the Antoinette Hatfield Hall, **Fire Alarm Replacement** and delegate authority to the General Manager of Visitor Venues to execute the Work Order.

**Resolution No: 17-05**

**Presented by: Nancy Strening**

**Date: March 1, 2017**

**BACKGROUND:** The Project is located at Antoinette Hatfield Hall (AHH), located at 1111 SW Broadway, Portland, Oregon 97205. The facility houses three theaters. In addition, the Rotunda Lobby of the building is a four level open atrium that is regularly used as a public gallery, exhibition and performance space. The building also houses the Portland's administrative offices, main box office, main catering vendor offices and a restaurant and bar.

Currently installed is the original 1987 vintage zoned system with a firefighter voice announce unit that utilizes the building public address system for all alarm notifications. The existing audio system cannot be upgraded to meet current code. Devices are not addressable, resulting in operational inefficiencies during system testing and alarm response. Furthermore, the quantity of visual annunciators (strobe units) throughout the building likely does not meet current code requirements.

P's and Metro cPMO staff created a list of performance criteria for the new system, which included addressable devices, a separate audio system, and a new master panel.

MERC Staff prepared and issued a Request for Proposals that included a detailed scope of work, which called for the proposers to:

- Study installed systems at AHH for level of compliance with current City of Portland, Multnomah County, State of Oregon and National fire codes related to theaters and public assembly facilities;
- Recommend a system that will bring the building up to current code compliance in any areas where it is currently non-compliant;
- Install, commission and test the new system.

An RFP was issued in accordance with MERC's Purchasing and Contracting Rules and in compliance with Metro Policy and any and all state (ORS) requirements. The RFP was published on ORPIN, in the Daily Journal of Commerce, El Hispanic News, and on the Metro website. On July 21, 2017, MERC received two proposals. No proposals were received from a COBID or FOTA area business. Proposers were interviewed and Point Monitor, Inc. was determined to be the most responsive and responsible proposer.

The contract and Work Order #1, for the system design and Fire Department review, in the amount of \$20,558 were executed in November of 2016. Work Order #2, under consideration for the installation, testing, and commissioning of the approved design is in the amount of \$179,205 and thus requires MERC approval.

**FISCAL IMPACT:** This project is budgeted in FY 2016-17 in the amount of \$175,000. The bids for the contract work were received slightly higher than expected. At the March 1, 2017 Commission meeting it was proposed to increase this project budget by \$50,000 to \$225,000 by reducing the project budget for the Keller Wall Panels by \$50,000 as this project has been moved to FY 2018-19. The proposed new budget of \$225,000 will be sufficient to accommodate the construction contract cost as well as other project related costs. A majority, if not all of the work on fire alarm system is expected to be complete in the current fiscal year by June 30, 2017. Little to no budget is expected to be carried over into FY 2017-18.

**RECOMMENDATION:** Staff recommends that the Metropolitan Exposition and Recreation Commission, by Resolution No. 17-05, approve the Work Order #2 (attached hereto) with Point Monitor, Inc. for the amount of One Hundred Seventy Nine Thousand, Two Hundred Five and 00/100 DOLLARS (\$179,205.00) for the Antoinette Hatfield Hall, Fire Alarm Replacement as detailed in the Work Order and delegate authority to the General Manager of Visitor Venues to execute the contract.