

MEMORANDUM



Spokane Public Schools
excellence for everyone

January 27, 2016

☐ Information Only

☐ Action Required By _____

☐ Due Back By _____

To: Dr. Mark Anderson
Associate Superintendent, School Support Services

Dr. Linda McDermott
Chief Financial Officer

From: Cindy Coleman
Director, Business Services

Subject: RFP 6-1516; Security and Fire Alarm Central Station Monitoring Services

RECOMMENDATION:

It is recommended that a Purchase Order be issued to Camtek, Inc., Spokane, WA, in the estimated amount of \$34,560, for Security and Fire Alarm Central Station Monitoring Services for an initial one year period per the terms and conditions of RFP No. 6-1516.

TABULATION:

See Attached

BACKGROUND:

This recommendation provides for 24/7 monitoring services of the security and fire alarm systems throughout the district, as well as employee access control. The services provide for motion and point of entry monitoring. In addition, protocols will be established to monitor coolers/freezers and report discrepancies in a timely fashion. Alarm calls will be directed to District Security rather than Spokane Police to avoid large fines from false alarms.

The solicitation was sent out as a Request for Proposal so the district could consider factors other than simply pricing. Thus, the four main criteria of evaluation were pricing, qualifications and relative experience, operations plan and references. All areas were equally weighted and worth twenty five percent of the total scoring.

Three viable vendors provided proposals for the services. Proposals were evaluated and scored by staff from Capital Projects and Planning, Maintenance (Electrical) and Risk Management. All three vendors have a long-standing presence in the Spokane area and provided good references. Each vendor was scored on their compliance with various non-optional critical qualifying factors identified in the RFP document.

Camtek, Inc. is recommended for award as a result of staff analysis using the Proposal Evaluation Criteria. This will be an initial one-year award with four additional one-year renewal options in accordance with the terms and conditions of the RFP. Prices are considered fair and reasonable with expenditures paid out of the general fund.

RFP NO. 6-1516 - SECURITY AND FIRE ALARM CENTRAL STATION MONITORING SERVICES

	Allied Fire & Security	Camtek, Inc.	Moon Security
1	Proposed Monitor and Initial Testing Fees 6	10	3
2	Qualifications and Relative Experience 7.7	9.3	5.9
3	Operations Plan 9.3	10	7.3
4	References 9.3	10	9.3
	TOTAL POINTS 32.3	39.3	25.5

1. Points awarded based on vendors year one total cost.
2. Subjective Rating by Evaluators with a maximum point value of 10.
3. Subjective Rating by Evaluators with a maximum point value of 10.
4. Scoring based on size and scope of previous and current customer base.