



BID PACKAGE

PART IV

SPECIFICATIONS

DMH Project#2021-003

FIRE ALARM MAINTENANCE & TESTING

Taunton State Hospital

60 Hodges Ave.

Taunton, MA 02780

**THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF HUMAN SERVICES
DEPARTMENT OF MENTAL HEALTH**

S P E C I F I C A T I O N S

FOR

FIRE ALARM MAINTENANCE & TESTING

AT

**TAUNTON STATE HOSPITAL
60 HODGES AVENUE EXTENSION
TAUNTON, MA 02780**

.....
PROJECT NO: 2021-003
.....

**DEPARTMENT OF MENTAL HEALTH
OFFICE OF FACILITIES MANAGEMENT
167 LYMAN STREET
WESTBOROUGH, MA 01581**

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**FIRE ALARM MAINTENANCE/ TESTING
TAUNTON STATE HOSPITAL**

1-01 GENERAL PROVISIONS

- A. Attention is directed to the printed form of proposal and the “GENERAL CONDITIONS”, which are hereby made a part of this Section of the Specifications.
- B. Equality of materials or articles other than those named or described in this Section will be determined in accordance with the provisions of Section I, “GENERAL CONDITIONS”.

1-02 SCOPE OF WORK

- A. The scope of work required, without limiting the generality thereof shall include the furnishing of all labor, materials, tools, equipment, appurtenances, devices and transportation necessary or incidental for Maintenance, Repair, Testing and Programming of the existing Edwards System Technology (EST) Fire Alarm System at Taunton State Hospital, Taunton, Massachusetts for a period of thirty SIX (36) months starting July 1, 2020 through June 30, 2023.

- B. The scope of work shall include, but not necessarily be limited to the following:

The Contractor will Inspect, Test, Certify for the Authority Having Jurisdiction (AHJ), and provide Preventive and Corrective Maintenance for the Taunton State Hospital (TSH), fire alarm systems detailed in Appendix A. Contractor shall pay for and acquire the necessary permit from the AHJ. The Contractor will test all devices associated with the Fire Alarm Systems according to the requirements of the most recent edition of NFPA72, NFPA and Joint Commission (JCAHO). The test methods employed will conform to the manufactures recommendations.

Contractor to furnish and install any devices requiring replacement at contractor's sole cost and expense.

Inspection

The Contractor will conduct a visual inspection of every device as well as physically activating each device to ensure its proper operation as installed. The Contractor will follow NFPA recommended test methods and frequencies as a minimum guideline for system testing. System operation will be verified during quarterly inspections testing each device at least annually. Approximately one fourth of all devices will be tested each quarter. Documentation of testing and a report of any deficiencies will be presented to the Maintenance Manager or Designee for review before the technicians leave the facility. Any malfunction, failure, hazardous or otherwise unsafe or inoperable device or condition and any other non-compliant situation shall be immediately brought to the attention of the Maintenance Manager or designee and shall be noted in the written report.

Preventive Maintenance

System components will be cleaned, recalibrated and retested if necessary to ensure continued performance and reduce the risk of component or system failure. During scheduled visits, minor repairs will be made, such as replacement of faulty detectors or otherwise defective devices. All work beyond the scope of this contract, (Major Corrective Maintenance), shall be submitted as a separate proposal for the evaluation, approval, funding and authorization prior to the commencement of work except in an emergency situation.

Smoke Detector Calibration and Testing

Smoke Detector Sensitivity testing will be performed in accordance with NFPA using the manufacturer's recommended test methods and a UL approved testing device. Contractor will provide the necessary documentation to satisfy the AHJ. Contractor will provide an analysis of the report along with recommendations for detectors or other devices that require cleaning. Cleaning should be done while testing, if cleaning fails, smoke detectors should be replaced at contractors expense.

Repairs

Any repair components and methods shall be of the original manufacturer or substitute that preserves the UL listing of the FA systems. Substitutes must be approved by the Maintenance Manager or Designee.

System Software Updates

Software based systems will have the software upgraded when required to maintain the UL listing requirements of the AHJ at no charge to the Commonwealth of Massachusetts. All software will be provided to the Taunton State Hospital Maintenance Manager in a suitable backup form.

Corrective Maintenance

Repairs required for defective or inoperable devices found during the course of system testing that have failed during operation shall be replaced at contractor's expense. Only original replacement components manufactured by the original equipment manufacturer or other compatible components are used in order to preserve Underwriters Laboratories (UL) Listings and meet NFPA requirements.

Emergency Service

Emergency service response between scheduled tests will be available 24 hours a day/7 days a week to minimize system downtime. Emergencies will be determined by Maintenance Manager and the Contractor. On-Site Emergency Response will be provided via a telephone response within 30 minutes and Service Technicians will be onsite within four (4) hours. Non-emergency calls, as determined by the Maintenance Manager and the Contractor, will be handled the next business day.

Reports

A detailed report of the testing of each device and whether it passed or failed testing and if applicable whether its sensitivity is within the correct manufacturers parameters, shall be sent to the Maintenance Manager or designee after completion of the quarterly testing. The report should also be delivered or sent by US mail or e-mail. The contractor must verify it was received.

Equipment Types

Equipment included in this contract includes approximately 1800 devices including but not limited to the following:

Addressable Fire Alarm Panels	Main Control Panels
Annunciator Panels	Radio Control Panels
Radio Control Pull Stations	Radio Boxes Antennas
Ancillary Systems	Smoke Beam Detectors
Smoke Detectors	Heat Detectors
CO Detectors	Fire Dampers
Fire Door Hold Open Magnets	Voice Evacuation Systems
Horn/Strobe Lights	Pull Stations
Supervisory Signal devices	Batteries
LED Indicators Outside	Battery Charging Systems
Patients Bedrooms	
Elevator Recall Systems	

Additional Requirements

The Contractor will adhere to the following:

Two qualified technicians, certified, licensed and trained to work on Edwards EST systems shall be sent for the quarterly testing. Copies of all licenses must be on file at the Maintenance office. An electrician from the Hospital staff will be available to assist the technicians. All work, testing and normal repairs will be scheduled with the Maintenance Manager or designee.

Charges are for on-site working hours only; travel time, meal time, shipping, fuel surcharges and mileage are the expense and responsibility of the contractor.

The fire alarm system will be left in normal operational mode when the technicians depart for the day unless the Maintenance Manager has been notified and no other reasonable option exists. If the system is **NOT** in full normal operational mode the Taunton Fire Department shall also be notified prior to the technician leaving for the day.

Any sub- contractor used by the contractor shall be bound by the same requirements of this contract.

Contractor's employees shall abide by the rules of the hospital including signing in and out and obtaining and wearing a hospital ID badge. contractor employee is also to abide by HIPPA privacy regulations.

An adequate supply of appropriate replacement parts as recommended by the Maintenance Manager shall be kept on-site.

The contractor will execute a Commonwealth of Massachusetts "Standard Contract" all rules of the Commonwealth regarding contracts will apply.

Emergency and Overtime

Contractor must attend all emergencies assigned to them by the TSH on 24/7 basis. Repairs or emergencies attended during regular working day (7:30 a.m. to 3:30 p.m.) will be paid on straight time basis. Work attended during evening/Saturday hours shall be paid on time and a half and on Sunday double time the normal rate.

1-03 BIDDERS QUALIFICATIONS

The bidding contractor shall be an Edwards System Technology (EST) Strategic Partner and their technicians shall be factory trained and certified in testing, repair, replacement, troubleshooting and programming of the EST systems. Contractors shall be in a position to procure password and programming from other EST dealers should the situation arise. All Contractors shall be bondable and insured.

1-04 CONTRACTOR'S TECHNICIAN'S QUALIFICATIONS

The Contractor's technicians shall be qualified and experienced in the inspection, testing and maintenance of EST Fire Alarm Systems. Examples of required qualifications shall include but are not limited to the following:

- a) Factory trained and certified by EST Fire Alarm Co.
- b) National Institute for Certification in Engineering Technologies -Fire Alarm Certified.
- c) International Municipal Signaling Association -Fire Alarm Certified.
- d) Certified by state or local authority
- e) Trained and qualified personnel employed by an organization listed by a national testing laboratory for testing and servicing of fire alarm systems

**The contractor must also be certified and acceptable to the
Taunton Fire Department.**

1-05 PASSWORD AND PROGRAMMING

The password and programming disc used on this system shall be the property of the Taunton State Hospital. The Contractor must provide all such information to Taunton State Hospital. Any form required to be signed off for discharging liability of the contractor will be done by the Commonwealth of Massachusetts.

1-06 EXAMINATION OF SITE

Prior to submitting their bids, the Contractors will be held to have examined the site and satisfied themselves as to the character of the work to be done and the procedures set forth in this Contract. The Contractor shall verify all dimensions and conditions at the job site. All prospective bidders should call Mark Anderson at (508) 977- 3028 or (508) 562-2648 to make an appointment for a site visit/walkthrough from April 27th to May 1st 2020.

1-07 COORDINATION OF WORK

It shall be the responsibility of the Contractor to establish a sequence of work acceptable to the Facility Manager and the Project Engineer so that the work progresses smoothly and entire work is completed as per schedule.

1-08 STANDARDS AND CODES

All materials, equipment and the installation thereof shall conform to all applicable standards and codes and the rules for the type of work involved, whether or not specifically mentioned herein.

1. Massachusetts Electrical Codes
2. Massachusetts State Building Code
3. Underwriter's Laboratories, Inc.
4. National Electrical Manufacturer's Association
5. Taunton Electrical Codes
6. Taunton Fire Department Codes
7. NFPA 72
8. JCAHO
9. Any other applicable codes

1-09 PERMITS AND FEES

The Contractor shall secure and pay for all permits, inspections and licenses necessary for the accomplishment of work under this Contract. The Contractor shall pull the permit from the Building Inspector, DPS and the Taunton Fire Department and submit signed/approved copies for the Taunton State Hospital records.

1-10 GUARANTEE

- A. All work performed under this Section shall be guaranteed in writing by the Contractor to be sound and free from mechanical or electrical defects for a period of one (1) year from the date of the final acceptance. If the equipment normally carries a guarantee or warranty of more than one (1) year as offered by the manufacturer, the Contractor shall make such information available to the Commonwealth.
- B. Any replacement of parts or adjustments, including labor made necessary by such defects, shall be provided by the Contractor without cost to the Commonwealth.

1-11 PROTECTION

- A. When not in actual use, no staging or ladders shall remain in position or unattended, but shall be removed from work site or disposed of in a manner satisfactory to the Facility Authorities or their representative.
- B. No tools, equipment or materials shall be unattended.

1-12 MATERIALS

All materials, devices or components in this system that need to be replaced shall be suitable and compatible with the existing EST System.

1-13 CUTTING AND PATCHING

The Contractor shall carefully plan any cutting, chasing, drilling floors, walls or other finishes which may be necessary for the proper installation or support of equipment, devices, fixtures or appurtenances and perform such operations in a neat and workmanlike manner. Any damage to the building or utilities shall be repaired by the Contractor. The contractor shall patch any new penetration caused by them during the course of their work by the fire rated material. Any old penetration discovered by the contractor shall be brought to the notice of the maintenance manager.

1-14 COORDINATION

Coordinate all work through the Maintenance Manager.

1-15 WORKMANSHIP

- A. The entire work provided in this Specification shall be constructed and finished in every respect in a workmanlike and substantial manner. Furnish all such parts as may be necessary to complete the systems in accordance with the best trade practice and to the satisfaction of the Project Engineer and Facility Manager.

- B. The Contractor shall obtain detailed information from the manufacturers of apparatus as to the proper method of installation and connection.

1-16 CLEAN-UP

All debris caused by the Contractor shall become the property of the Contractor. The contractor shall remove the debris from the building after each days work and legally dispose of off the site.

1-17 REPAIR COST- NUMBER OF HOURS

It is estimated from our past experience that 80 hours of labor will be required per year for additional repairs or programing. Contractor must therefore enter this price in the Schedule "B". There is no guarantee that the contractor will be asked to actually work these hours. **Payments will be based on the actual number of hours worked for the repairs.** Cost of the material shall be extra and shall not be included in the bid price. Such cost shall be the lower of the actual cost of material or the price suggested by the manufacturer. Facility at their discretion may also provide this material to the vendor.

1-18 BID PROCEDURE

Contractor must complete Schedule "B" prior to putting their bid price on the bid form. The bid price on the form will be total of the prices on schedule. Please refer to the sample of schedule in the specifications.

****** END OF SECTION ******

TAUNTON STATE HOSPITAL - FIRE ALARM DEVICE COUNT

APPENDIX A

Building	Smoke Detectors	Duct Smoke	Heat Detectors	CO Detectors	Pull Stations	Total Initiating Devices	Horn/Strobe Devices	Total Devices
Besse	63		1		13	77	20	97
Cain	250	4	3	10	35	302	197	499
Chambers	182		49		24	255	40	295
Cottage 1	5		3	1	4	13	2	15
Cottage 5	4		3	1	4	12		12
Cottage 6	4		4	1	5	14		13
Cottage 8	3		3	1	6	13	1	14
Cottage 9	21		18	6	5	50	16	66
Dorn	42		13		4	59	5	64
Gifford	3		29		8	40	4	44
Glass	34	6	1		12	53	56	109
Goss	193		75		29	297	68	365
Greenhouse	6		11		6	23	17	40
Howland	29	1	24		16	70	14	84
Learoyd	54		3	1	12	70	10	80
Murray	0		9		5	14	5	19
Power Plant	1	2	1		8	12	6	18
Pump House	0		0		2	2	6	8
Silvia	3**	3	1		8	15		15
TOTALS	897	16	251	21	206	1391	467	1857*

Note: One fourth of the devices (525) must be tested every quarter. Facility manager to determine timing of locations to be tested.

***Please include 243 other devices that might have been missed: hence total devices =2100. Hence total devices of 1,857+243 = 2,100.**

****Silvia has two (2) Beam Detectors that have already been included in the smoke detector count.**

FIRE ALARM MAINTENANCE & TESTING

BREAKDOWN OF PRICES FOR THREE YEARS

SCHEDULE B - SAMPLE

YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	SUBTOTAL (QUARTERS 1-4)	60 HOURS LABOR	GRAND TOTAL
July 1, 2017 to June 30, 2018	\$6,000	\$6,000	\$6,000	\$6,000	\$24,000	\$6,000	\$30,000
July 1, 2018 to June 30, 2019	\$7,000	\$7,000	\$7,000	\$7,000	\$28,000	\$7,000	\$35,000
July 1, 2019 to June 30, 2020	\$8,000	\$8,000	\$8,000	\$8,000	\$32,000	\$8,000	\$40,000
GRAND TOTAL:					\$84,000	\$21,000	\$105,000

Price to be entered on the Form for General Bid: **\$105,000**

FIRE ALARM MAINTENANCE & TESTING

BREAKDOWN OF PRICES FOR THREE YEARS

SCHEDULE B

YEAR	1 ST QUARTER	2 ND QUARTER	3 RD QUARTER	4 TH QUARTER	SUBTOTAL (QUARTERS 1-4)	EMERGENCY REPAIRS (80 HRS LABOR)	GRAND TOTAL
July 1, 2020 to June 30, 2021							
July 1, 2021 to June 30, 2022							
July 1, 2022 to June 30. 2023							
GRAND TOTAL:							

Price to be entered on the Form for General Bid: \$_____

ATTACH THIS SHEET TO FORM FOR GENERAL BID