

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
MARCH 25, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Award of Contract for Fire Station 2 Zetron Alerting System	✓ Resolution Ordinance Motion Discussion Only	Dave Fieldman Deputy Village Manager

SYNOPSIS

A resolution has been prepared to authorize the execution of a contract for the installation of the Zetron alerting system for Fire Station 2 to United Radio Communications, Inc. of Chicago, Illinois, in the amount of \$24,600.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan Goals for 2006-2011 identified *Top Quality Village Infrastructure and Facilities*.

FISCAL IMPACT

The Fire Station 2 project budget spans three fiscal years (FY06, 07 and 08). The total project budget is \$10.5 million. The approved FY07 budget includes \$7,635,000; \$15,000 of the budget has been earmarked for the Zetron station alerting system. The contract amount exceeds the budget for this line item, however the Fire Station 2 is currently tracking under budget and there are funds available in the budget to cover the cost of this contract award.

RECOMMENDATION

Approval on the April 1, 2008, consent agenda.

BACKGROUND

In November 2007, the Village issued a Call for Bids for the Zetron station alerting system for the new Fire Station 2. No bids were received. Staff contacted several firms specializing in low voltage systems including all of the firms that submitted bids for the other low voltage systems for Fire Station 2 to determine why no bids were received. Staff learned that the design and installation of Zetron station alerting systems is highly specialized and most low voltage firms are not qualified to install them. Only one firm, United Radio Communications, Inc. indicated that they were interested in submitting a proposal. Staff negotiated the attached contract with United Radio Communications, Inc. The Village currently has a relationship with this firm. All of the Village's Zetron equipment, service, and maintenance are currently provided by United Radio Communications, Inc. of Chicago. To date, staff has been satisfied with their work and recommends working with them for the installation of the Zetron system in Fire Station 2.

The Fire Department utilizes an alerting system for each of its fire stations called Zetron. Zetron is a critical and essential part of the Village's Fire/EMS alerting system. After receiving a 911 call, the Village Operation Center (VOC) notifies all of the fire stations of the emergency through the Zetron system. Zetron provides an alerting tone to the units that are assigned to the emergency along with a message from the VOC operator. That tone and message are also heard by all other units that are not assigned to the call. The alert is also simulcast over the Fire Department radios so that units not in the stations are also aware of the call.

The scope of work includes relocating existing Village-owned equipment from the temporary Fire Station 2 and Fire Station 3 to the new Fire Station 2, the installation of new equipment at Fire Station 2, and the

reprogramming of the entire Zetron system including all four fire stations and the Village Operations Center (VOC).

ATTACHMENTS

Resolution

Contract Form

Scope

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND UNITED RADIO COMMUNICATIONS, INC.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Agreement (the "Agreement"), between the Village of Downers Grove (the "Village") and United Radio Communications, Inc. ("United Radio"), for the design and installation of a Zetron station alerting system for Fire Station 2, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____

Village Clerk

CONTRACT FORM

***** WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

VENDOR:

United Radio Comm., Inc.
Company Name

Date: 3/14/08

9200 S. OKETO AVE
Street Address of Company

bwillk911@COMCAST.NET
Email Address

BRIDGEVIEW, IL 60455
City, State, Zip

Barry Wilk
Contact Name (Print)

708-430-5800
Business Phone

630-240-0911
24-Hour Telephone

708-233-5830
Fax

[Signature]
Signature of Officer, Partner or Sole Proprietor

Vice President
Print Name & Title

ATTEST: If a Corporation

Walter Metcalf
Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Contract is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

EXHIBIT A

SCOPE OF SERVICES

Description:

Procure, configure, install, test and document installation of Zetron Fire Station Alerting/Communication system to include:

- * Relocation of Zetron Model 6 alerting equipment from:
 - * Temporary Station 2
 - * Secondary (BC) from Station 3 to Station 2
- * Upgrade program firmware and re-configure network as required for:
 - * Station 1
 - * Station 2
 - * Station 3
 - * Station 5
 - * VOC
- * Procure and install @ Station 2
- * LED Illuminated Zetron ACK Buttons with Stainless Steel Wall Plate
- * Purple LED Flashing Indicators with Stainless Steel Wall Plates
- * Identification Tags for ACK Buttons and Flashing Indicators
- * Necessary interconnect cable for ACK Buttons and Flashing LED Indicators
- * Federal Informer Alert Receiver with 600 ohm wireline interface for integration to station sound system
- * Scanner with CTCSS/DTCSS decode and 600 ohm wireline interface
- * Antenna system for Informer Alert Receiver and Scanner to include:
 - * Antenna
 - * Antenna Mount Bracket
 - * Cable
 - * Connectors
 - * Antenna Line Grounding
 - * Antenna Lighting Suppression
 - * RF Splitter
 - * Interconnect Cables as required
- * Rack Mount Power Supply with DC power distribution panel
- * Lighting Control Relays and Enclosure (Dining Room Ceiling)
- * BC Room Day/Night Switching to include:

- * LED Illuminated Day/Night Switch on Stainless Steel Wallplate
- * Support Audio Amplifier
- * Ceiling mounted speaker

- * Misc. Hardware and Installation Supplies
- * System Testing to insure proper operation

- * "Train the Trainer" instruction on system operation

Equipment Costs	\$ 7,900.00
Professional Services	<u>\$ 15,300.00</u>
Total System Costs w/Discounts	\$ 23,200.00

Valid for 60 days

The primary equipment will be mounted in a customer provided relay rack mounted in the Comm. Equipment Room 004. This will be the point where all connections to the alert and notification system will be made. Wiring to the ACK Buttons, Flashing Indicators, Day/Night Switching and Lighting Control will originate from this location. We anticipate requiring approximately 21RU of space and one (1) 120VAC AC power outlet within 4 feet of the equipment. It is highly recommended that his circuit be on UPS and generator power.

There will be downtime associated with the reprogramming and reconfiguration of the Zetron Fire Alert System to accommodate the Station 2 activation. This downtime is expected to be 2 weeks or less and will be coordinated in advance so preparations can be made. During this timeframe, fire alerting will be accomplished via back-up methods already in place.

The Zetron Model 26 units (VOC) and the Model 6 units (Stations) will require a reprogramming to support the relocation of the BC M6 from Station 3 to Station 2 which is included. It has also been determined that a hardware upgrade will be required at EACH station if additional Model 6 units are placed into service. If you would like to have this upgrade competed at the time of system reconfiguration, please add \$ 1,400.00 to the proposed cost.

Installation will take place during URCI normal business hours, Monday thru Friday, 8:30 A.M. to 5:00 P.M. It is our understanding that prevailing wages apply to this project and URCI will be in compliance with this requirement. URCI will also provide the Village with our Certificate of Insurance adding the Village as additional insured.

I can move forward with equipment procurement upon receipt of a P.O. or Letter of Authorization with installation to take place starting the first week of May, 2008. Please note that equipment lead-time is expected to be 30 – 45 days.