

MEMORANDUM

SEPTEMBER 12, 2013

**TO:** ECONOMIC DEVELOPMENT AND INDUSTRIAL CORPORATION  
AND PETER MEADE, DIRECTOR

**FROM:** LAWRENCE MAMMOLI, DIRECTOR OF ENGINEERING AND  
FACILITIES MANAGEMENT  
JAMES M. SORRENTINO, DEPUTY DIRECTOR OF OPERATIONS

**SUBJECT:** AUTHORIZATION TO AWARD CONTRACT FOR INSPECTION,  
TESTING, SERVICING AND FULL PREVENTATIVE MAINTENACE OF  
FIRE ALARM EQUIPMENT IN THE MARINE INDUSTRIAL PARK EDIC  
PROJECT NO. 9519-A

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**SUMMARY:** This Memorandum requests that the Director be authorized to execute a three (3) year Fire Alarm Service Contract with Aetna Fire Alarm Service Company, Inc., EDIC Project No. 9519-A.

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The contract was publicly advertised in the Boston Herald, State Good and Services Bulletin and the City Record and competitively bid in accordance with Chapter 149 of the Massachusetts General Laws. General bids were received on August 27, 2013 at the Economic Development Industrial Corporation's ("EDIC's") Operations Department located at 22 Drydock Avenue, Boston, MA. Two (2) bids were received who met the criteria prior to the 12:00 Noon deadline, which bids were thereafter publicly opened and read aloud. The bids are:

Aetna Fire Alarm	\$ 6,480.00
American Service Company	\$15,000.00

It is the recommendation of EDIC's Operations Department to award this contract to Aetna Fire Alarm Service Company, Inc. of Dorchester MA, the lowest responsible and eligible bidder at is base price of Six Thousand Four Hundred Eighty Dollars and no cents (\$6,480.00). Additionally, it is recommended that an additional sum of Ten Thousand Dollars and no cents (\$10,000.00) be appropriated to cover the cost of additional resets and emergency services necessary during the three (3) year period of the contract. The Sponsor Verification Form was included, certifying that its firm is an approved sponsor of apprentices for the Division of Apprentice Training, Massachusetts Department of Labor and Workforce Development.

## **BUDGET/FISCAL IMPACT**

Funding for this project will be allocated through the fiscal years 2013-2016 EDIC operating budgets.

Therefore, the total executed project will be in the amount of Sixteen Thousand Four Hundred Eighty Dollars and no cents (\$16,480.00).

An appropriate vote follows:

**VOTED:** That the Director be, and hereby is, authorized, for and on behalf of the Corporation to enter into a three (3) year contract with Aetna Fire Alarm Service Company, Inc. of 13 Clover Street, Dorchester MA, the lowest qualified and eligible bidder for the Inspection, Testing, Servicing and Full Preventative Maintenance of Fire Alarm Equipment Contract at the Marine Industrial Park (EDIC Project #9519-A) in an amount not to exceed Six Thousand Four Hundred Eighty Dollars and no cents (\$6,480.00) and to allocate an additional Ten Thousand Dollars and no cents (\$10,000.00) to cover the cost of additional resets and emergency services, if needed, with a combined contract amount not to exceed Sixteen Thousand Four Hundred Eighty Dollars and no cents (\$16,480.00) for all services.