

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
AGENDA STATEMENT

No. 11 b

MEETING OF December 10, 2021

Reviewed By

Item Title:

NEW BUSINESS

Motion to approve a contract with Advanced Communications Inc.
for the fire panel replacement project

Superintendent
 Finance

SUBMITTED BY Alan Jacobson, KGBSD Maintenance Director

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Alan Jacobson
Name

247-2416
Phone

SUMMARY STATEMENT:

School District Administration is seeking approval of a contract with Advanced Communications, Inc. for the replacement of fire panels at Fawn Mountain Elementary, Houghtaling Elementary, and Valley Park Elementary (Ketchikan Charter and Tongass School of Arts and Sciences.)

ISSUE:

In accordance with Alaska Statute and Borough code related to school construction projects, capital improvement projects and/or major building repairs on school facilities are conducted in close collaboration and mutual agreement between Ketchikan Gateway Borough School District and Ketchikan Gateway Borough with defined roles and responsibilities. Projects in excess of \$ 50,000.00 are funded by the Ketchikan Gateway Borough, and must be dually approved.

BACKGROUND:

The District has fire alarm panels at the above named elementary schools that are older than Schoenbar Middle School's panel which suffered a catastrophic failure and emergency replacement last year. These panels are no longer supported by the manufacture and are next to impossible to find parts for. We have been told by our certification companies that the panels need to be replaced. The funding has been approved by the Borough and the MOA for this project was already approved by the Board last year.

The District completed a competitive bid process and Advanced Communications, Inc. was the sole bidder, as well as a local vendor.

RECOMMENDATION:

Approval of a contract with Advanced Communications, Inc.

FISCAL NOTE:

EXPENDITURE REQUIRED	<u>\$98,500</u>	AMOUNT AVAILABLE	<u>\$98,500</u>
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EXHIBITS ATTACHED

- Notice of Intent to Award

RECOMMENDED ACTION:

"I move that the Board of Education approve a contract with Advanced Communications, Inc. for the fire panel replacement project in the amount of \$98,500."

Ketchikan Gateway Borough School District

333 Schoenbar Rd. • Ketchikan, Alaska 99901

Ph. (907) 247-2109 Fax: (907) 247-3820

Melissa Johnson, Interim Superintendent • Katie Jo Parrott, Business Manager

Linnaea Troina, Human Resources • Derek Meister, Special Services • Alonso Escalante, Curriculum



November 9, 2021

Advanced Communications Inc.
4988 Shoreline Drive
Ketchikan, AK 99901
office@advcom.com

Dear Mr. Deal:

This letter serves as formal notice of intent to award a contract for the Houghtaling, Fawn Mountain, and Valley Park Elementary School Fire Alarm Panel Replacement project. Based on the IFB review, Advanced Communications Inc. was determined to be the successful lowest bidder.

All non-successful responsive proposers will have ten (10) days to submit a request for reconsideration. If this appeal is submitted within ten (10) days of this notice, a determination in response to the appeal will be issued within three (3) business days of receipt of the appeal. Should an appeal be received after ten (10) days from this notice, such appeals will not be considered.

Request for reconsideration appeals can be submitted by personal delivery, by registered or certified mail, postage prepaid, or electronically by email to:

Katie Jo Parrott, Business Manager
Ketchikan Gateway Borough School District
333 Schoenbar Rd. Ketchikan, Alaska 99901
Phone: (907) 247-2116
Email: katie.parrott@k21schools.org

Appeals will be reviewed and determined by the Superintendent of Schools. Upon completion of the appeal period, the award will be reviewed and approved by the Board of Education. Final award is subject to Board approval.

Thank you for your interest in partnering with Ketchikan Gateway Borough School District. We hope that you will consider future opportunities.

Best,

A handwritten signature in black ink, appearing to read 'Katie Parrott', is written over the typed name.

Katie Jo Parrott, MPA, SHRM-SCP

Cc: Al Jacobson, Director of Facilities & Maintenance; Melissa Johnson, Superintendent