



To: Board of Public Works

From: Barbara J. Kadrich, Fire Chief

Date: March 30, 2026

Subject: Emergency Repair and Replacement of Fire Alarm System at Fire Station 52

A. Issue

Approval of emergency repairs and full replacement of the fire alarm system at Fire Station 52. This includes authorization of Purchase Order #22600067 with Secure Fire & Safety LLC in the amount of \$9,915.00, as well as approval for any additional costs required to complete the emergency repair should issues be discovered outside the scope of the original quote.

B. Background / Options

Fire Station 52 experienced a failure of its existing Simplex fire alarm system, creating an immediate life-safety concern for on-duty personnel and the facility. Because a functioning fire alarm system is required for occupancy and operational continuity, the Fire Department initiated an emergency repair to restore safety and compliance.

Secure Fire & Safety LLC provided an emergency quote dated February 13, 2026, valid through March 26, 2026, to remove all Simplex-related components and install a new Notifier fire alarm system. This scope of work was authorized under Purchase Order #22600067. The original quote was based on a verbal assessment of the existing system, which was known to be a legacy installation with unknown internal conditions.

Once installation began, the contractor uncovered several additional devices and system components that were not visible or identifiable during the initial assessment. These items were only discovered after opening the system and tracing circuits throughout the building. The additional components were necessary to ensure full system functionality, code compliance, and life-safety protection for personnel and the public.

C. Strategic Plan (Area of Focus)

Safe, Secure, and Prepared Community





D. Fiscal Impact

The original Purchase Order #22600067 for the emergency replacement of the fire alarm system at Fire Station 52 was issued in the amount of \$9,915.00.

During installation, additional components and system modifications were identified that were not included in the original quote due to the age and unknown condition of the legacy Simplex system. These additional items are required to ensure full system functionality, code compliance, and life-safety protection.

Secure Fire & Safety LLC has submitted pricing for the additional materials and associated labor in the amount of \$2,220.00.

The revised total project cost is \$12,135.00.

E. Recommendation

It is recommended that the Board of Public Works approve Purchase Order #22600067 in the amount of \$9,915.00 to Secure Fire & Safety LLC for the emergency replacement of the Fire Station 52 fire alarm system along with the \$2,220.00 of extra costs. Approval is recommended to ensure the continued safe operation of Fire Station 52 and compliance with fire protection and life safety requirements.

